



## MINUTES

Eau Claire County

Special Meeting of the Committee on Human Resources

**Date:** January 27, 2023

**Time:** 8:30 a.m.

**Location:**

721 Oxford Ave, Eau Claire, WI • Room 3312

Present: Cory Sisk, Judy Gatlin, Allen Myren, Larry Hoekstra, Katherine Schneider, Nick Smiar (ex-officio)

Others: Samantha Kraegenbrink – Committee Clerk, Jessica McDonald, Kathryn Schauf, Britt Buhrow, Dawn Edlin, Sharon McIlquham, Jon Johnson, Norb Kirk, Linda Struck, Sonja Leenhouts

### Call to Order and Confirmation of Meeting Notice

Chair Myren called the meeting to order at 8:30 a.m. and confirmed meeting notice.

### Roll call

Listed above under present.

### Public Comment

No members of the public wished to make comment.

### Approval of Minutes for December 22, 2022

Motion by Supervisor Gatlin, seconded by Supervisor Schneider. No deletions, corrections, or additions. Minutes approved as presented.

### Director's Report

- Recruitment Update
  - Britt Buhrow provided an update on County recruitment efforts.
  - Administrator Schauf provided an update on recruitment of the Human Resources Director.
- Strategic Compensation Project Update
  - Jessica McDonald provided an update on the Strategic Compensation Project.

**File No. 22-23/074: Amending section 3.10.001 of the code: equal employment opportunity and affirmative action policy; to create section 3.10.002 of the code: exceptions; to amend section 3.10.010 of the code: affirmative action program; to repeal section 3.10.020 of the code: affirmative action officer; to amend section 3.10.040 of the code: grievances under this chapter.**

Motion by Supervisor Gatlin. The committee had brief discussion. All in favor, motion carries.

**File No. 23-24/088: Amending section 3.03 of the code: organization and administration.**

The committee discussed the amendment of section 3.03 in the code. Sharon McIlquham and Jessica McDonald will review the proposed amendment and make changes as recommended. Chair Myren withdraws File No. 23-24/088 for changes and requests it is agendaized at a future meeting. Chair Smiar expressed concern that non-fiscal impact employee manual policy changes does not go to the County Board as the code states that this committee can make those changes as needed.



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### CDL Promissory Note

Jon Johnson provided background on the need for a CDL Promissory Note process. Supervisor Hoekstra motions to approve the CDL promissory note, all in favor, motion carries.

### 2023 Meeting Schedule

Will continue as the fourth Friday of each month.

### Future Items

- Policy 513: Travel & Expense Reimbursement

The meeting was adjourned at 9:33 a.m.

Respectfully submitted by,

Samantha Kraegenbrink