



MINUTES
Eau Claire County
Committee on Human Resources

Date: February 24, 2023

Time: 8:30 a.m.

Location:

721 Oxford Ave, Eau Claire, WI • Room 3312

Present: Cory Sisk, Judy Gatlin, Katherine Schneider, Allen Myren

Others: Samantha Kraegenbrink – Committee Clerk, Kathryn Schauf, Dawn Edlin, Britt Buhrow, Janet Quinn, Linda Struck, Sharon McIlquham, Norb Kirk, Judge Emily Long, Jon Johnson

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

Roll call is listed above under present

Public Comment

No members of the public wished to make comment.

Approval of Minutes from January 27, 2023

Motion by Supervisor Schneider, all in favor. No deletions, corrections, or additions.

File No. 22-23/091: Abolishing one (1.0 FTE) Judicial Assistant and creating one (1.0 FTE) Supervising Judicial Assistant

*Judge Long joined at 8:33 a.m.

Sharon McIlquham provided background information on file no. 22-23/091. Motion by Supervisor Schneider, all in favor. Motion passes (4-0.)

File No. 22-23/092: Creating 1.0 (FTE) Nutrition Program Cook position in the Eau Claire County Aging and Disability Resource Center (ADRC)

Linda Struck provided explanation for file no. 22-23/092. Motion by Supervisor Gatlin, seconded by Supervisor Schneider, all in favor. Motion passes (4-0.)

*Jon Johnson joined at 8:38 a.m.

File No. 22-23/088: Amending section 3.03.020 of the code: Responsibility and Authority

Supervisor Schneider expressed concerns on various sections of the proposed ordinance seemingly changing involvement of the Committee on Human Resources. Sharon McIlquham suggested holding this item until the new Human Resources Director is hired and review with them this section of the code. The committee will not take action at this time. The committee further worked on editing the ordinance.

- Page 2 (Line 48, section 4 (B)) Place “and appropriate standing committee or body,” back into the section.



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- Page 2. Section 5 (A) 3.15.030 (Line 20) and Section 5 (E) 3.15.030 seemingly overlap.
- Maintain “HR Classifications” for wording on full-time, part-time, seasonal employees (eliminating “casual” employee)

Further changes/suggestions can be forwarded to Sharon McIlquham. The committee will continue to review at a future meeting.

Policy 807: Personal Appearance

Kathryn Schauf provided background information on policy 807 stating there is no change to the intent of the policy. Supervisor Schneider motions to approve; all in favor (4-0). Motion passes.

Future Items

- Policy 513: Travel & Expense Reimbursement

The meeting was adjourned at 9:12 a.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator