



## MINUTES

Eau Claire County  
Committee on Human Resources

**Date:** Wednesday, May 3, 2023

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

**Location:**

721 Oxford Ave, Eau Claire, WI • Room 3312

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

Others: Samantha Kraegenbrink – Committee Clerk, Jon Johnson, Angela Eckman, Megan Brasch, Dane Zook, Bethany Bremer, Janet Quinn, Britt Buhrow, Dawn Edlin, Norb Kirk, Sonja Leenhouts, Kathryn Schauf, Sharon McIlquham Jessica McDonald, Alicia Schwartz

### 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 was taken and is listed above under present.

### Public Comment

No members of the public wished to make comment.

### Approval of Minutes from February 24, 2023

Motion by Supervisor Schneider to approve the minutes as presented. No deletions, corrections, or additions. All in favor, minutes approved.

### Introduction from Human Resources Director, Angela Eckman

Human Resources Director, Angela Eckman provided a brief introduction.

### Total Rewards Benefits Update by Alicia Schwartz, JA Counter

Alicia Schwartz from JA Counter reported on trends in benefit usage.

### Compensation Update by Jessica McDonald, Ajuda Consulting Services

Jessica McDonald provided an update on the compensation project.

\*\*Supervisor Sisk left at 9:36 a.m.

### File No. 23-24/011: Resolution amending sections 11.1, 11.2, and 11.3 of Human Resources Policy 513 to utilize the US General Services Administration (GSA) meal per diem amounts effective July 1, 2023 for Travel and Reimbursement purposes

Administrator Schauf provided details on the change contained in file no. 23-24/011. Motion by Supervisor Schneider to amend the resolution to read “NOW, THEREFORE BE IT RESOLVED, the Eau Claire County Board of Supervisors hereby approves following GSA guidelines for meal per diem reimbursement and continuing to follow IRS guidelines for mileage reimbursement as contained in Policy 513. Rates are updated annually and will be effective July 1, 2023; and” and to remove lines 34 and 35.



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**Policy 513: Travel and Expense Reimbursement**

Motion by Supervisor Gatlin. The committee discussed and modified the policy to include the GSA rates and modify yearly. All in favor. Motion passes.

**Policy 709: Identification Key Cards and Courthouse Security**

Motion by Supervisor Schneider. All in favor. Motion passes.

**Policy 105: Separation from Employment**

Motion by Supervisor Schneider. All in favor. Motion passes.

\*\*Supervisor Schneider left at 10:04 a.m.

**Vacancy Report**

Human Resources Advisor, Britt Buhrow, provided an update on organization vacancies.

The meeting was adjourned at 10:14 a.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator