



## MINUTES

Committee on Human Resources

Date: Friday, October 27, 2023

Time: 8:30 a.m.

Location: 721 Oxford Ave, Eau Claire, WI • Room 3312

Present: Larry Hoekstra, Katherine Schneider, Cory Sisk (remote), Allen Myren

Others: Samantha Kraegenbrink – Assistant to the County Administrator, Britt Buhrow, Bethany Bremer, Angela Eckman, Dawn Eckman, Sharon McIlquham, Kathryn Schauf (remote), Sonja Leenhouts (remote), Jason Syzmanski

### 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 a comment.

### Approval of Minutes from September 22, 2023, and October 16, 2023

Motion by Supervisor Sisk to approve the minutes as presented. Correction on the October 16, 2023, minutes in the spelling of Supervisor Schneider's name. No other deletions, corrections, or additions. Minutes approved.

### Review of Proposed Changes to Title 3 – Human Resources (3.15 through the end)

- The committee wishes to conduct collective bargaining negotiations with a quorum of the committee.
- Define "Circuit Court Officers." Sharon McIlquham will discuss with Clerk of Courts, Susan Schaffer to make changes to the section and present final to this committee.
- Remove "County supported campaigns that are communicated to staff are excluded from this." From 3.50.010 G.
- Remove 3.50 entirely and refer to "Code of Conduct"
- Remove "3.85.035 Disciplinary and dismissal procedures." This information is governed by the WPPA contract.
- Review "posse" in the constitution and state statutes.
- Review 3.85.030 Appointment of Undersheriff. Sub section C. Human Resources will research with other counties. Increase to \$1.00 more an hour.

### Vacancy Report: Britt Buhrow, HR Advisor

Britt Buhrow provided an update on vacancies.

## **November Committee on Human Resources Meeting Date**

\*Supervisor Hoekstra left at 9:23 a.m.


The next committee meeting will be December 1, 2023, at 08:30 a.m.

## **Future Agenda Items**

- a. PTO Donation Policy
- b. Comp Policy Review
- c. Bereavement Policy
- d. Review of current staffing level/efficiency ratio by department
- e. Review and seek approval to revise all existing language in policy and code to the new pay-for-performance grid matrix

The meeting was adjourned at 9:26 a.m.

Respectfully submitted by,



Samantha Kraegenbrink

Assistant to the County Administrator