



## AGENDA

Joint: Committees on Human Resources and Finance & Budget

Date: April 3, 2024, at 6:30 p.m.

Location: 721 Oxford Ave, Eau Claire, WI • Room 1301/1302

*A majority of the county board may be in attendance at this meeting, however, only members of the committee may take action on an agenda item.*

Join from the meeting link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=ma44f8d54851afb6cebe9b1ba40a3b7d0>

Join by meeting number:

Meeting number: 2533 363 1521 Password: M8aJ7QXnYm3

Join by phone:

Dial in: 415-655-0001 Access Code: 2533 363 1521

1. Call to Order and Confirmation of Meeting Notice (Human Resources)
2. Roll call (Human Resources)
3. Call to Order and Confirmation of Meeting Notice (Finance & Budget)
4. Roll call (Finance & Budget)
5. Public Comment
6. File No. 23-24/096: Resolution abolishing current policy 521 – On Call Pay and replacing it with proposed policy 521 – On Call Pay – **Discussion/Action**
7. Adjourn

Prepared by: Samantha Kraegenbrink

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-7335 (FAX) 839-1669 or (TDD) 839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703

FACT SHEET

TO FILE NO. 23-24/096

In reviewing the current Policy 521 - On Call Pay, it was determined Eau Claire County was compensating on-call staff in variety of ways, including hourly, daily and weekly. The On Call Policy had not been reviewed since January 2018. To assess departmental needs, department heads of the departments with on call employees met to discuss the following:

- 1- Which employees were identified to do the work and what were their employee classifications?
- 2- How was the on call work was being performed and scheduled?
- 3- What are the on call response criteria?
- 4- Were there difficulties in scheduling employees assigned and willing to do on call work?

The Human Resources Department completed an analysis, referencing policies from other neighboring counties, as well as consulted with a third-party consultant to validate employee classification requirements. Based on these factors, the proposed compensation rate for on call employees is as follows:

- A standardized daily rate going from:
  - Weeknights: ~~\$30.00~~ \$40 day
  - Weekends: ~~\$48.00~~ \$60 day
  - Holidays: ~~\$60.00~~ \$100 day
- Adding a differentiation between how exempt staff (salaried) and non-exempt (hourly) are being compensated.
- Establishing best practices for scheduling on call employees

This proposal provides consistency throughout the County and complies with the Fair Labor Standards Act and other applicable laws. A financial comparison is as follows:

Eau Claire County On-Call Pay Comparison January - December 2023								
Departments	2023 On-Call Pay			Proposed Policy*			variance	
	On-Call Rate Pay	Worked On-Call	Total Cost	On-Call Rate Pay^	Worked On-Call	Total Cost		
Airport	\$ 4,900	\$ 4,674	\$ 9,574	\$ -	-	\$ -	\$ (9,574)	
Facilities	5,200	1,736	6,936	17,340	1,736	19,076	10,404	
Parks & Forest	5,476	-	5,476	8,670	-	8,670	3,194	
DHS Family Services	12,462	9,390	21,852	17,340	-	17,340	(4,512)	
Juvenile Detention	-	-	-	-	-	-	-	
Highway	6,240	-	6,240	17,340	-	17,340	-	\$ (11,100)
<b>Total</b>	<b>\$ 34,278</b>	<b>\$ 15,800</b>	<b>\$ 50,078</b>	<b>\$ 60,690</b>	<b>\$ 1,736</b>	<b>\$ 62,426</b>	<b>\$ (488)</b>	<b>Non-Tax Levy</b>

For the purposes of calculating the fiscal impact for the policy change, worked-on-call hours are assumed to be the same for all departments except DHS. DHS staff are exempt, and so will not be compensated for hours worked when called-in.

\*# of individuals on-call: assumed to be 1 per department/day

Respectfully Submitted,

Human Resources Director Angela Eckman

POLICY 521 ON CALL PAY

**Purpose.** To provide fair and appropriate pay incentive to employees who have job responsibilities that require them to be available to respond for emergency or non-scheduled shifts to maintain successful County operations.

2. On call pay. One employee from a department assigned as the primary on-call person will be available for emergency work evenings, weekends, and for all county recognized policy (please reference holiday policy 403). Shifts will be assigned based on department needs.

2.0 Exempt employees assigned as the on-call person will receive pay as follows:

- Weeknights: \$40.00 day
- Weekends (Saturday/Sunday): \$60.00 day
- Holidays: \$100.00 day

2.1 Non-exempt hourly employees assigned as the on-call person will receive pay as follows:

**2.1.0** When an employee is scheduled to be the assigned on-call person they will receive their on-call daily rate.

**2.1.1** When an employee is called in during their on-call shift they will receive their normal hourly rate of pay with a minimum of 2 hours given.

**2.1.2** When an employee is called during their on-call shift they will receive their normal hourly rate of pay with a minimum of 15 minutes given. The employee's start of work time shall begin when they arrive to their assigned work location.

**POLICY 521 On Call Pay**

Effective Date: January 1, 2012

Revised Date: November 2013; January 27, 2016; April 13, 2018

*Eau Claire County*  
Employee Policy Manual

2  
3 ABOLISHING CURRENT POLICY 521 – ON CALL PAY AND REPLACING IT WITH PROPOSED  
4 POLICY 521 – ON CALL PAY

5  
6 WHEREAS, through a review of Eau Claire County Policy 521 it was determined on call pay was not  
7 consistently applied throughout the county and the on call policy should be updated to be better comply  
8 with applicable laws and to update current Eau Claire County practices; and

9  
10 WHEREAS, information was obtained from other counties regarding on call pay practices and the Eau  
11 Claire County departments affected by a change in the on call policy provided input throughout the revision  
12 process; and

13  
14 WHEREAS, the new Policy 521 outlines a standardized daily rate for on call duty as follows:  
15 Weeknights - \$40 day; Weekends: \$60 day; Holidays: \$100 day; and

16  
17 WHEREAS, this policy does not result in an overall fiscal impact to Eau Claire County; and

18  
19 WHEREAS, the proposed daily rates provide Eau Claire County to remain competitive with local  
20 market rates; and

21  
22 WHEREAS, the proposed changes to Policy 521 are attached and incorporated into this resolution.

23  
24 NOW, THEREFORE BE IT RESOLVED, the Eau Claire County Board of Supervisors hereby  
25 approves the proposed policy 521 – On Call Pay which sets a standardized daily rate for on call duty as  
26 follows: Weeknights - \$40 day; Weekends: \$60 day; Holidays: \$100 day; and

27  
28 BE IT FURTHER RESOLVED, the changes to Policy 521, which is attached and incorporated into  
29 this resolution, are hereby approved.

30 ENACTED:

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41 Committee on Human Resources

Committee on Finance & Budget

42  
43 Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

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45 Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay

Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay