



MINUTES

Committee on Human Resources

Date: January 5, 2024, at 8:30 a.m.

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

Present: Larry Hoekstra, Cory Sisk, Kirk Dahl, Katherine Schneider, Allen Myren, Nancy Coffey (ex-officio)

Others: Samantha Kraegenbrink – Committee Clerk, Sharon McIlquham, Greg Dachel, Bethany Bremer, Dawn Edlin (remote), Kathryn Schauf, Janet Quinn, Bryan Bessa, Dave Riewestahl (remote), Sonja Leenhouts (remote), Angela Eckman (8:56 a.m.), Jason Szymanski (8:56 a.m.)

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 and introductions

Roll call is listed above under present.

Public Comment

No members of the public wished to make comment.

Approval of minutes from December 1, 2023, and December 19, 2023

Motion by Supervisor Hoekstra. No deletions, corrections, or additions. All in favor, minutes approved.

Policy 315: Generative AI Guidelines

Director Greg Dachel provided background on proposed policy 315. Motion by Supervisor Sisk to approve the policy as presented. All in favor, motion passes.

Ordinance: File No. 23-24/069 to amend section 3.01.005 C. of the Code: Scope and Collective Bargaining Obligations; to amend section 3.01.101 A. of the Code: Definitions; to amend 3.03.020 of the Code: Responsibility and Authority; to amend section 3.05.020 of the Code: Responsibility and Authority; to amend section 3.05.030 of the Code: Inspection and Confidentiality or Records; to amend section 3.15.030 of the Code: Position and Full Time Equivalency (FTE) Establishment; to amend section 3.15.040 of the Code: Position Descriptions; to amend section 3.15.070 of the Code: Regular and Project Position Titles; to amend section 3.20.010 B. of the Code: Benefits of Elected Officials; to amend section 3.20.020 B. of the Code: County Board of Supervisors Compensation; to amend section 3.20.030 C. of the Code: Committee Meeting Defined; to amend section 3.20.080 of the Code: Authorized Per Diem Compensation; to amend section 3.20.090 B. and C. 6. of the Code: Compensation of other Officials; to repeal chapter 3.50 of the Code: Conflict of Interest; to amend section 3.85.005 C. and D. of the Code: Definitions; to repeal section 3.85.035 of the Code: Disciplinary and Dismissal Procedures

Corporation Counsel provided an overview of revised changes this committee has been reviewing/discussion. On a roll call vote, 5 aye, 0 nay. Motion carries.

Cost savings in contracts: NeoGov, Quantum, and FMLA

Angela Eckman provided an overview.

Compensation Study

Angela Eckman provided an update on the compensation study as it relates to phase 3, re-classification.

Job description analysis status and next steps (background check analysis)

Angela Eckman provided an update.

Initiatives for Training & Development Coordinator

Bryan Bessa provided an overview of current and future initiatives.

Performance Evaluation Forms and system

Angela Eckman provided an update.

Vacancy Report

The committee was provided an updated vacancy report in their packet and given the opportunity to discuss/ask questions.

Announcements

Committee members were given then opportunity to provide any announcements.

Future Agenda Items

- PTO Donation Policy
- Compensation Policy Review
- Bereavement Policy
- Review of current staffing level/efficiency ratio by department
- Code and Policy language related to the new pay grid updates

The meeting was adjourned at 9:23 a.m.

Respectfully submitted by,

Samantha Kraegenbrink
Assistant to the County Administrator