

COMMITTEE ON HUMAN RESOURCES

Friday, January 13, 2012

9 a.m., Room 2550

Location: Eau Claire County Courthouse
721 Oxford Avenue
Eau Claire, WI 54703

MINUTES

Members Present: Kathleen Clark, Chris Flaten, Sue Miller, John Prince

Members Absent: Gloria Christensen

Staff Present: Heather Baker, Lori Remington

Others Present: Kristine Aschenbrenner, Carol Pulkrabek

Chair Kathleen Clark called the meeting to order at 9:08 a.m.

Human Resources: Update to Employee Policy Manual/Policy No. 203 Concerns or Complaints and Policy No. 523 Safety Equipment/Approval-Denial/Direction to Staff. (pp. 2-5)

Motion Chris Flaten to approve a housekeeping update to the Employee Policy Manual No. 203 *Concerns or Complaints* and Policy No. 523 *Safety Equipment*. There is no fiscal impact to these changes. Motion carried 3 to 0.

Human Services: Amending the Titles of AODA Case Manager I/II/III and Case Manager I/II/III/Social Worker I/II/III to Social Worker I/II/III in the Intensive Supervision Program/Approval-Denial/Direction to Staff. (p. 6-9)

Supervisor John Prince arrived at 9:11 a.m.

Motion Sue Miller to approve amending the position titles of AODA Case Manager I/II/III and the Case Manager I/II/III/Social Worker I/II/III to Social Worker I/II/III in the Intensive Supervision Program to better manage the assignment of responsibilities. Motion carried 4 to 0.

Clerk of Courts: Deletion of One 1.0 FTE Office Associate 2 Position and Creation of One 1.0 FTE Office Associate 3 Position/Resolution/Recommendation to County Board of Supervisors/Approval-Denial/Direction to Staff. (pp. 10-11)

Motion Sue Miller to approve reallocation of one 1.0 FTE Office Associate 2 position and creation of a 1.0 FTE Office Associate 3 position. This change will allow reassignment of duties to the current employee and reflect the position's existing responsibility level. Motion carried 4 to 0.

Human Services: 2011 Compensatory Time Balances for Exempt Supervisory Employees/Resolution/Recommendation to County Board of Supervisors/Approval-Denial/Direction to Staff. (pp. 12-14)

Motion Sue Miller to approve the full 2011 compensatory balance payout to exempt supervisory employees who are no longer eligible to accrue compensatory time in 2012. Motion carried 3 to 1.

COMMITTEE ON HUMAN RESOURCES

Friday, January 13, 2012

9 a.m., Room 2550

Page 2 of Minutes

Human Resources: 2012 Rate of Pay for Sergeants/Resolution/Recommendation to County Board of Supervisors/Approval-Denial/Direction to Staff. (p. 15)

Motion Chris Flaten to approve status quo for the 2012 rate of pay for the Sergeants until other information is received from the coming WERC arbitration decision. Motion carried 4 to 0.

Human Resources: Update to Employee Policy Manual/Policy No. 503 Overtime and Compensatory Time/Resolution/Recommendation to County Board of Supervisors/Approval-Denial/Direction to Staff. (pp. A2-A5)

Motion John Prince to approve the update to Employee Policy Manual No. 503 regarding *Overtime and Compensatory Time* for the Sergeant, Civilian Jail Sergeant, and Correctional Officer positions. The amendment will reflect the intent of the policy which is for employees in these positions to earn compensatory time or overtime compensation for hours worked beyond their scheduled hours. Motion carried 4 to 0.

Review/Approval of the October 21, November 4, 9, 18, and December 2, 2011, Minutes. (pp. 16-25)

Motion Chris Flaten to approve the October 21, November 4, 9, 18, and December 2, 2011, minutes as presented. Motion carried 4 to 0.

Set Meeting Dates.

The following meeting dates have been scheduled for February 10, and March 9, 2012, at 9 a.m., in Room 2532.

Adjourn.

Motion Kathleen Clark/John Prince to adjourn at 9:44 a.m. Motion carried 4 to 0.

Respectfully submitted,

Lori Remington
Committee Clerk