

COMMITTEE ON HUMAN RESOURCES

Friday, March 20, 2015

1:30 p.m., Room 3312

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

MINUTES

Members Present: Kathleen Clark, Mike Conlin, Mark Olson

Staff Present: Heather Murray, Keith Zehms, Jenalee Grabowski

Others Present: Roy Sargeant, Cappy Christenson

Chair Kathleen Clark called the meeting to order at 1:30 p.m.

Human Resources: Appointment of Committee Clerk/Approval-Denial. (p. 2)

Motion Mike Conlin to approve the appointment of Jenalee Grabowski as Committee on Human Resources clerk. Motion carried 3 to 0.

Register of Deeds: Request to Reduce One 1.0 FTE (40 Hours) Office Associate 2 Position to .63 FTE (25 Hours)/Resolution 14-15/131/Recommendation to County Board of Supervisors/Approval-Denial. (pp. 3-4)

Motion Mark Olson to approve reducing the 1.0 FTE (40 hours) Office Associate 2 position in the Register of Deeds to .63 FTE (25 hours). Motion carried 3 to 0.

Human Services: Request to Eliminate One 1.0 FTE (40 Hours) Child Care Specialist Position in the Employment and Economic Support Unit/Resolution 14-15/132/Recommendation to County Board of Supervisors/Approval-Denial. (pp. 5-6)

Motion Mike Conlin to approve the elimination of one Child Care Specialist Position in the Economic Support Unit of the Human Services Department. Motion carried 3 to 0.

Human Resources: Employee Policy Manual Update – Introductory Matters, Policy 001, and Policy 105/Approval-Denial/Direction to Staff. (pp. 7-15)

Motion Mike Conlin to approve Employee Policy Manual Update to Introductory Matters, Policy 105. Motion carried 3 to 0.

The Committee directed staff to further review Policy 001 Definitions and bring the policy back for further review at a future meeting.

Human Resources: Update on Classification and Compensation Study/Information-Discussion/Direction to Staff. (p. 16)

Human Resources Director Heather Murray provided an update on the status of the Classification and Compensation study.

Review/Approval of the January 30, 2015 Minutes. (pp. 17-18)

Motion Mark Olson to approve the January 30, 2015 minutes. Motion carried 3 to 0.

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

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Set Meeting Dates.

The next regular meeting is scheduled for April 10, 2015 at 1:30 p.m. in 3312.

Adjourn.

Motion Mike Conlin to adjourn at 2:23 p.m. Motion carried 3 to 0.

Respectfully submitted,

Jenalee Grabowski
Committee Clerk