

EAU CLAIRE COUNTY  
MEETING NOTICE/AGENDA

**COMMITTEE:** Committee on Human Resources  
**DATE:** Tuesday, October 13, 2015 **TIME:** 1:30 PM  
**PLACE:** Eau Claire County Courthouse, Room 3312  
721 Oxford Avenue, Eau Claire, WI

REASON FOR MEETING: REGULAR

1. Call to Order and Certify Compliance with Open Meetings Law.
2. Review and approve minutes of the September 25, 2015 meeting.
3. Human Resources – Consideration and discussion of ordinance establishing the Eau Claire County Board of Supervisors compensation for the next term of office.
4. Adjourn.

**COPIES TO:**

County Clerk J. Loomis  
County Administrator K. Schauf  
Corporation Counsel K. Zehms  
Committee on Human Resources: K. Clark/S. Miller/M. Beckfield/M. Olson/M. Conlin

Human Resources Department

DATE NOTICE POSTED AND SENT: 10/09/2015  
PREPARED BY: Heather Murray, Human Resources Department

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**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.

## **COMMITTEE ON HUMAN RESOURCES**

Friday, September 25, 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, Sue Miller

Members Absent: Mark Beckfield

Staff Present: Heather Murray, Keith Zehms, Jenalee Grabowski

Others Present: Matt Theisen, Dianne Hughes, Joel Brettingen, Linda Struck, Tom Wirth

Chair Kathleen Clark called the meeting to order and certified compliance with Open Meetings Law at 1:30p.m.

#### **Review and approve minutes of the June 9 and August 14, 2015 meetings.**

Motion Mark Olson to approve minutes of June 9 and August 14, 2015 meetings. Motion carried 3 to 0.

#### **Human Resources – Consideration, discussion and recommendation of new position requests for 2016.**

a. **One 1.0 FTE Fraud Investigator – Department of Human Services.**

Motion Sue Miller to approve the request of one 1.0 FTE Fraud Investigator. Motion carried 4 to 0.

b. **One 1.0 FTE Position to work on the phone system – Purchasing Department.**

This request was withdrawn by Purchasing Director, Francis Draxler. No Committee Action.

Supervisor Conlin arrived at the meeting at 1:36 p.m.

#### **Human Resources – Consideration and discussion of ordinance establishing the Eau Claire County Board of Supervisors compensation for the next term of office.**

Motion Mike Conlin to postpone to meeting on October 13, 2015. Staff was directed to bring additional information regarding County Board per diems to the October 13, 2015 meeting. Motion carried 4 to 0.

#### **Facilities – Consideration and discussion of resolution reallocating one 1.0 FTE Maintenance Technician position to one 1.0 FTE Lead Maintenance Technician.**

Motion Mike Conlin to approve resolution reallocating one 1.0 FTE Maintenance Technician position to one 1.0 FTE Lead Maintenance Technician. Motion carried 4 to 0.

#### **Human Resources –Consideration, discussion, and recommendation of the following Eau Claire County policies.**

a. **Policy 513 – Travel and Expense Reimbursement.**

Motion Mike Conlin to approve update to Policy 513 – Travel and Expense Reimbursement. Motion carried 4 to 0.

b. **Policy 525 – Shift Differential – Facilities Department**

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## COMMITTEE ON HUMAN RESOURCES

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Motion Mark Olson to approve update to Policy 527 – Shift Differential – Facilities Department. Motion carried 4 to 0.

c. **Policy 527 – Uniform Allowance**

Motion Mike Conlin to approve update to Policy 527 – Uniform Allowance. Motion carried 4 to 0.

d. **Policy 601 – Benefits – Health Insurance, Dental Insurance, & COBRA.**

Motion Mike Conlin to approve update to Policy 601—Benefits – Health Insurance, Dental Insurance, & COBRA. Motion carried 4 to 0.

**Addendum #1: Human Resources – Consideration, discussion, and recommendation of the following Eau Claire County policies:**

a. **Policy 519 – Salary Plan Administration**

Motion Sue Miller to approve update to Policy 519 Salary Plan Administration. Motion carried 4 to 0.

**Human Resources - Proposed Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

Motion Mike Conlin to adjourn into Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. To wit: Collective Bargaining. Roll call vote. All ayes. Motion carried 4 to 0.

Motion Sue Miller to go into an Open Session. Motion carried 4 to 0.

No Committee Action.

**Set Meeting Dates.**

The next meeting is scheduled for October 13<sup>th</sup>, 2015 at 1:30 p.m. October 22, 2015 and November 9, 2015 at 1:30 p.m. were scheduled for future collective bargaining dates.

**Adjourn.**

Motion Mike Conlin to adjourn at 3:39 p.m. Motion carried 4 to 0.

Respectfully submitted,

Jenalee Grabowski  
Committee Clerk