



MINUTES
Committees on Human Resources
Friday, July 12, 2024, at 9:00 a.m.
Location: 721 Oxford Ave, Eau Claire, WI • Room 3312

Present: Heather DeLuka, Cory Sisk, Larry Hoekstra, Allen Myren, Jim Schumacher (9:16 a.m.)

Others: Samantha Kraegenbrink – Clerk (remote), Kathryn Schauf, Beth Martin, Angela Eckman, Dawn Edlin, Brittany Buhrow, Bethany Bremer, Richard Eaton, Sharon McIlquham, Janet Quinn (remote), Jason Szymanski

Call to Order and Confirmation of Meeting Notice

Chair Myren called the meeting to order at 9:00 a.m. and confirmed meeting notice.

Roll call

Roll call is listed above under present.

Public Comment

No member of the public wished to make comment.

Review and approval of meeting minutes from:

- February 23, 2024

Motion by Supervisor Hoekstra to approve as presented. Supervisor DeLuka abstained as she was not present at the meeting nor a committee member at that time. Supervisors Hoekstra, Myren, and Sisk in favor of approval.

- May 14, 2024

Motion by Supervisor DeLuka to approve as presented. All in favor, minutes approved.

Policy 303 social media presented by Beth Martin, Marketing Specialist and Richard Eaton, Assistant Corporation Counsel

Beth Martin and Richard Eaton provided background information on the proposed policy.

**Supervisor Schumacher arrived at 9:16 a.m.*

Motion by Supervisor Sisk to approve the policy. On a roll call vote, Supervisors DeLuka, Sisk, Hoekstra, Schumacher, and Myren voted aye, no nays.

FLSA Project Update by Director Eckman

Director Eckman provided an overview of the FLSA project.

Q2 Quarterly Report by Director Eckman

Director Eckman presented the Q2 quarterly department report.

HR Department Survey Results by Director Eckman

Director Eckman presented the HR Department Survey results.

Job Vacancy Report, by Brittany Buhrow

Brittany Buhrow provided a brief overview of the job vacancy report.

Future Agenda Items

- On-call Policy
- Benefits Policy
- Travel & Mileage Reimbursement Policy

Announcements

Committee members were provided with an opportunity to share announcements.

The meeting was adjourned at 10:11 a.m.

Respectfully submitted,



Samantha Kraegenbrink
Executive Office Administrator