



MINUTES
Committees on Human Resources
Friday, September 20, 2024, at 9:00 a.m.
Location: 721 Oxford Ave, Eau Claire, WI • Room 3312

Present: Cory Sisk, Heather DeLuka, Larry Hoekstra, Jim Schumacher (9.53 a.m.)

Others: Samantha Kraegenbrink – Committee Clerk, Sharon McIlquham, Kathryn Schauf, Dawn Edlin, Brittany Buhrow, Bethany Bremer, Janet Quinn, Bryan Bessa, Jason Szymanski, Angela Eckman, Sonja Leenhouts (remote), Amy Weiss (remote), Luke Fedie, Angie Weideman, Angie Stokes

Call to Order and Confirmation of Meeting Notice

Vice-chair Hoekstra called the meeting to order at 9:00 a.m. and confirmed meeting notice.

Roll call

Listed above under present.

Public Comment

No members of the public wished to make comment

Review of meeting minutes from August 9, 2024

Motion by Supervisor Sisk. No deletions, corrections, or additions. Minutes approved as presented.

File No. 24-25/074: Resolution abolishing 1.0 (FTE) Crisis Supervisor position and creating 1.0 (FTE) Comprehensive Community Service (CCS) Supervisor position in the Eau Claire County Human Services Department

Motion by Supervisor DeLuka. Angie Weideman and Luke Fedie provided details. All in favor (3-0, 2 absent.)

File No. 24-25/070: Resolution amending sections 2,3,4,5,6,7,8,10,11,12,13, and 14 of the Human Resources Policy 513 – Travel and Reimbursement Policy to update the policy and increase consistency and eliminate ambiguity in application of process

Director Eckman provided overview. Motion by Supervisor Sisk to approve. All in favor (3-0, 2 absent.)

File No. 24-25/071: Resolution amending section 4, 10, 11, and 13 of the Human Resources Policy 425 – Paid Time Off (PTO) to update the policy regarding use of Eau Claire County FMLA PTO, to provide a standard PTO balance to newly hired exempt supervisory personnel, to modify the PTO service credit at hire practice, and to modify the payment upon separation based on years of creditable employment

Director Eckman provided overview. Motion by Supervisor Sisk to approve. All in favor (3-0, 2 absent.)

2025 Personnel Budget

Director Eckman and Administrator Schauf provided overview.

The following positions were discussed with the recommendation noted by the Administrator:

Abolish a 0.50 FTE ADRC Van Driver. Recommendation: Deny

Abolish 1.58 FTE Crisis Response Specialist. Recommendation: Approve

Create a 1.00 FTE General Prosecution Services Manager. Recommendation: Deny

Reclassify two Legal Specialist I to Legal Specialist II in the Clerk of Courts Office. Recommendation: Approve

Hold 1.0 FTE Legal Specialist in the Clerk of Courts Office. Recommendation: Approve

Hold 2.00 FTE Heavy Equipment Operators in the Highway Department. Recommendation: Approve

Hold 1.00 FTE Mechanic in the Highway Department. Recommendation: Approve

Create 1.00 FTE Peer Support Specialist – Initial Assessment in DHS. Recommendation: Approve

Create 1.50 FTE Birth to Three Case Manager (one full-time and one part-time) in DHS. Recommendation: Approve

Create 2.00 FTE CCS Mental Health Professional in DHS. Recommendation: Approve

**Supervisor Schumacher arrived at this time*

Increase two Birth to Three Case Manager 0.34 FTE in DHS. Recommendation: Approve

Increase one CCS Project Coordinator 0.50 FTE in DHS. Recommendation: Approve

Reclassify one Recovery and Justice Service Manager in DHS to Supervisor. Recommendation: Approve

Holdy 1.00 FTE Operations Supervisor in DHS. Recommendation: Approve

Hold 1.00 FTE Discal Associate in DHS. Recommendation: Approve

Hold 2.00 FTE Crisis Socials Worker in DHS. Recommendation: Approve

Hold 1.00 CPS Social Worker in DHS. Recommendation: Approve

Hold 0.75 FTE Juvenile Intake Worker in DHS. Recommendation: Approve

Reclassify the Administrative Associate in IS. Recommendation: Deny

Reclassify the Recycling & Sustainability Program Manager to Program Manager in Planning & Development.
Recommendation: Approve

Hold the Planning Intern in Planning & Development. Recommendation: Approve

Hold 1.00 FTE Environmental Engineer in Planning & Development. Recommendation: Approve

Create 4.00 FTE Correctional Officers in the Sheriff's Office. Recommendation: Deny

Hold 4.00 FTE Correctional Officers in the Sheriff's Office. Recommendation: Approve

Motion to approve as recommended by the action of the County Administrator by Supervisor Sisk. All in favor (4-0, 1 absent.)

Future Agenda Items

- Health Insurance Update

Announcements

The committee had the opportunity to make announcements.

The meeting was adjourned at 10:14 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Samantha Kraegenbrink'. The signature is fluid and cursive, with the first name 'Samantha' written in a larger, more prominent script than the last name 'Kraegenbrink'.

Samantha Kraegenbrink
Committee Clerk, Executive Office Administrator