

MINUTES



Committee on Administration
Tuesday, March 11, 2025, at 2:30 p.m.

Government Center (721 Oxford Ave, Eau Claire, WI)
Room 3312

Present: Connie Russell, Nancy Coffey (remote), Gerald Wilkie (remote), Katherine Schneider (remote), Steve Chilson

Others: Samantha Kraegenbrink – Committee Clerk, Sharon McIlquham, Angela Eckman, Jason Szymanski, Greg Dachel, Matt Theisen, Sonja Leenhouts, Megan Brasch, Adam Kohls, Garrett Zastoupil (remote)

Public: Present

Call meeting to order and confirm meeting notice

Vice-Chair Connie Russell called the meeting to order at 2:30 p.m. and confirmed meeting notice.

Roll Call

Indicated above.

Public Comment

No members of the public wished to make comment.

Review and approval of meeting minutes for February 18, 2025

Motion by Supervisor Chilson. No deletions, corrections, additions. All in favor, minutes approved.

Proclamation proclaiming the week of April 7, 2025, as “National Public Health Week” in Eau Claire County

Motion by Supervisor Schneider. On a roll call vote: aye (Supervisors Coffey, Wilkie, Russell, Schneider) and no (Supervisor Chilson.) Motion approved.

Strategic Planning Exercise: Identify Primary Trends Impacting the County

Garrett Zastoupil provided and update on identifies primary trends impacting the County.

Quarter 4 Department Reports

The following presented the 2024 quarter 4 departmental report:

- Facilities – Matt Theisen
- Veteran Services – Adam Kohls
- Child Support – Megan Brasch
- Corporation Counsel – Sharon McIlquham

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- Information Systems – Greg Dachel
- Risk Management – Sonja Leenhouts
- Administration/County Board – Kathryn Schauf

File No. 24-25/118: Ordinance to amend section 2.05.060 of the Code: Eau Claire Economic Development Committee

Motion by Supervisor Chilson. On a roll call vote: aye (Supervisors Coffey, Russell, Wilkie, Chilson, Schneider) no (none.)

Time limits for oral reporting

The committee discussed guidance in having time limits for oral reporting. The Committee unanimously agrees to begin having presentations to the board be 7-10 minutes, with detail questions as needed at the end and allowing for clarifying questions when needed. Presenters will be advised ahead of the meeting of the time limit and in addition the county clerk will display a timer.

Impact of federal funding cuts

Kathryn Schauf provided a brief update.

Future Agenda Items

- Rules of the Board
- Community Agency Funding
- Impact of federal funding cuts

Announcements

The meeting was adjourned at 4:37 p.m.

Respectfully submitted by,



Samantha Kraegenbrink – Committee Clerk
Executive Office Administrator