



Meeting Minutes

Personnel Committee Meeting

Wednesday, November 30, 2022

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting – 2:30 p.m.

Call to Order/Attendance:

Committee Members Barbara Newell, Anh-Thu Mai-Windle, and Stephen Lorence were present.

Also present were Human Resources Director Lacey Paulsen (Staff Liaison), Human Resources Generalist Katie Crusselle, Human Resources Administrative Assistant II Julie Davis (Assistant Staff Liaison), Tim Reardon (Public Citizen).

Approval of Minutes:

Ms. Newell moved and Ms. Mai-Windle seconded to approve the October 26, 2022 meeting minutes as presented. The motion carried 3-0.

Communications:

Comments were received from Tim Reardon, a public citizen in attendance.

Old Business:

None.

New Business:

1. Certification List for Entry Level Police Officer

Ms. Crusselle informed the committee that the Oral Board Process held on November 29, 2022, for Entry Level Police Officer consisted of 7 candidates, and 5 candidates were certified to the list.

Mr. Lorence moved, and Ms. Newell seconded the motion to approve the Entry Level Police Officer certification list as presented. The motion carried 3-0.

2. Certification List for Lateral Police Officer

Ms. Crusselle informed the committee that the Oral Board Process held on November 22, 2022, for Lateral Police Officer consisted of 2 candidates, and 2 candidates were certified to the list.

Ms. Mai-Windle moved, and Mr. Lorence seconded the motion to approve the Lateral Police Officer certification list as presented. The motion carried 3-0.

3. Police Sergeant Promotional Testing Process

Ms. Crusselle presented amended changes to the testing process for the Police Sergeant Promotional process. The committee discussed concerns about validation of the phase 2 portions of the testing process and requested more details on the intent of the testing process. The committee agreed to postpone approval of the amended changes to the testing process until command staff can provide clarification at the next committee meeting.

4. Police Lateral/Exceptional Entry Level Testing Process

Ms. Crusselle presented the amended changes to the Police Lateral/Exceptional Entry Level testing process.

Mr. Lorence moved, and Ms. Newell seconded the motion to approve the amended changes to the Police Lateral/Exceptional Entry Level testing process. The motion carried 3-0.

Comments and Reports:

5. Personnel Committee Members
None.

6. HR Staff Liaison
None.

Adjournment:

Ms. Paulsen adjourned the meeting at 2:56 p.m.

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: December 7, 2022

DATE PUBLISHED: December 7, 2022

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