



Meeting Minutes

Personnel Committee Meeting

Wednesday, October 26, 2022

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting – 11:00 a.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, and Human Resources Administrative Assistant II Julie Davis (Assistant Staff Liaison).

Approval of Minutes:

Ms. Newell moved and Mr. Lorence seconded to approve the October 18, 2022 meeting minutes as presented. The motion carried 2-0. (Ms. Mai Windle joined meeting after approval of minutes, and thus was not present to participate in the approval of minutes)

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Lateral Firefighter

Ms. Crusselle informed the committee that the Oral Board Process held on October 25, 2022, for Lateral Firefighter consisted of 4 candidates, and 3 candidates were certified to the list.

Mr. Lorence moved and Ms. Newell seconded the motion to approve the Lateral Firefighter certification list as presented. The motion carried 3-0.

2. Certification List for Paramedic Firefighter

Ms. Crusselle informed the committee that the Oral Board Process held on October 25, 2022, for Paramedic Firefighter consisted of 1 candidate, and 0 candidates were certified to the list. No action was necessary.

Comments and Reports:

3. Personnel Committee Members

None.

4. HR Staff Liaison

Ms. Crusselle informed the committee that the Battalion Chief Promotional Process will take place at the end of May 2023. The next Firefighter Oral Board Process will take place in February 2023. There are currently six Firefighter applicants in the background process and Ms. Crusselle anticipates pulling two more names from the Certification lists.

Adjournment:

Ms. Paulsen adjourned the meeting at 11:04 a.m.

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: November 30, 2022

DATE PUBLISHED: December 7, 2022

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