



Meeting Minutes

Personnel Committee Meeting

Monday, June 26, 2023

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 Generalist Katie Crusselle, and Human Resources Administrative Assistant II Julie Davis (Assistant Staff Liaison).

Approval of Minutes:

Ms. Mai-Windle moved and Mr. Lorence seconded to approve the June 14, 2023 meeting minutes as presented. The motion carried 3-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Entry Level Firefighter

Ms. Crusselle informed the committee that the Oral Board Process held on June 20, June 21, and June 22, 2023, for Entry Level Firefighter consisted of 21 candidates, and 7 candidates were certified to the list.

Ms. Newell moved and Ms. Mai-Windle seconded the motion to approve the Entry Level Firefighter certification list as presented. The motion carried 3-0.

2. Certification List for Lateral Firefighter

Ms. Crusselle informed the committee that the Oral Board Process held on June 20, June 21, and June 22, 2023, for Lateral Firefighter consisted of 2 candidates, and 2 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.

3. Certification List for Fire Battalion Chief Promotional Process

Ms. Crusselle informed the committee that the Promotional Process held on May 25, 2023, for Fire Battalion Chief consisted of 3 candidates, and 3 candidates were certified to the list.

Ms. Mai-Windle moved and Ms. Newell seconded the motion to approve the Fire Battalion Chief certification list as presented. The motion carried 3-0.

Comments and Reports:

4. Personnel Committee Members

Mr. Lorence mentioned the end of his 2nd term is coming up. Ms. Crusselle will confirm this information with the City Clerk.

5. HR Staff Liaison
None.

Adjournment:

Ms. Crusselle adjourned the meeting at **11:15 a.m.**

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: July 27, 2023

DATE PUBLISHED: July 27, 2023

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