



Meeting Minutes

Personnel Committee Meeting

Wednesday, August 16, 2023

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting – 9:00 a.m.

Call to Order/Attendance:

Committee Members Barbara Newell and Anh-Thu Mai-Windle 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. Mai-Windle moved and Ms. Newell seconded to approve the July 27, 2023 meeting minutes as presented. The motion carried 2-0.

Communications:

None.

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 August 15, 2023, for Entry Level Police Officer consisted of 3 candidates, and 3 candidates were certified to the list.

Ms. Newell moved and Ms. Mai-Windle seconded the motion to approve the Entry Level Police Officer certification list as presented. The motion carried 2-0.

2. Certification List for Exceptional Entry Level Police Officer

Ms. Crusselle informed the committee that the Oral Board Process held on August 15, 2023, for Exceptional Entry Level Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Ms. Mai-Windle moved and Ms. Newell seconded the motion to approve the Exceptional Entry Level Police Officer certification list as presented. The motion carried 2-0.

Comments and Reports:

3. Personnel Committee Members

None.

4. HR Staff Liaison

Ms. Paulsen updated the committee on the status of applications received for the committee vacancy due to Mr. Lorence's expiring term at the end of September. Two applications have been received at this time. The recruitment process has been extended one month to attract additional candidates. The committee will be informed when the recruitment process has closed, and applications are ready to review.

Adjournment:

Ms. Paulsen adjourned the meeting at **9:36 a.m.**

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: August 24, 2023

DATE PUBLISHED: August 24, 2023

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