



Meeting Minutes

Personnel Committee Meeting

Thursday, October 12, 2023

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting – 9:30 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 Specialist Abby Cruse.

Approval of Minutes:

Mr. Lorence moved and Ms. Newell seconded to approve the October 4, 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 October 10 and October 11, 2023, for Entry Level Firefighter consisted of 11 candidates, and 5 candidates were certified to the list.

Ms. Mai-Windle moved and Ms. Newell 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 October 10 and October 11, 2023, for Lateral Firefighter consisted of 2 candidates, and 1 candidate was certified to the list.

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

Comments and Reports:

3. Personnel Committee Members

Ms. Mai-Windle inquired if any new candidate applications were received to replace Mr. Lorence as a committee member. Ms. Crusselle informed that committee that no additional applications have been received. The open position will continue to be posted until a qualified candidate is selected.

4. HR Staff Liaison

None.

Adjournment:

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

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: November 1, 2023

DATE PUBLISHED: November 2, 2023

Richland City Hall is ADA accessible. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 942-7389.