



Meeting Minutes

Personnel Committee Meeting

Wednesday, February 7, 2024

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting – 11:30 a.m.

Call to Order/Attendance:

Ms. Paulsen called the meeting to order at **11:30 am**. Committee Members Stephen Lorence and Barbara Newell were present. Anh-Thu Mai-Windle was absent.

Also present were Human Resources Director Lacey Paulsen (Staff Liaison), Human Resources Specialist Carla Friberg, and Human Resources Administrative Assistant II Julie Davis (Assistant Staff Liaison).

Approval of Minutes:

Mr. Lorence moved and Ms. Newell seconded to approve the January 24, 2024 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. Friberg informed the committee that the Oral Board Process held on February 7, 2024, for Entry Level Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Ms. Newell moved and Mr. Lorence 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. Friberg informed the committee that the Oral Board Process held on February 7, 2024, for Exceptional Entry Level Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Mr. Lorence 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 provided an update on the status of recruitment for the vacant position on the Personnel Committee. An update on the number of Police Officer and Firefighter vacancies was also provided.

Adjournment:

Ms. Paulsen adjourned the meeting at **11:33 a.m.**

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: February 22, 2024

DATE PUBLISHED: February 22, 2024

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