



Meeting Minutes

Personnel Committee Meeting

Thursday, May 2, 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 **11:31 am**. Committee Members Barbara Newell, Anh-Thu Mai-Windle, and Danny Lowe were present.

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:

Danny Lowe moved and Barbara Newell seconded to approve the April 17, 2024 meeting minutes as presented. The motion carried 3-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Police Sergeant.

Ms. Friberg reviewed the Police Sergeant assessment process and Ms. Paulsen reviewed the qualifications for Police Sergeant for the committee. Ms. Friberg informed the committee that the Promotional Process held on April 18, 2024, for Police Sergeant consisted of 8 candidates, and 8 candidates were certified to the list.

Barbara Newell moved and Danny Lowe seconded the motion to approve the Police Sergeant certification list as presented. The motion carried 3-0.

Comments and Reports:

2. Personnel Committee Members
None.

3. HR Staff Liaison
None.

Adjournment:

Ms. Paulsen adjourned the meeting at **11:38 a.m.**

APPROVED:

Anh-Thu Mai-Windle

Anh-Thu Mai-Windle, Chair

ATTESTED:

Lacey Paulsen

Lacey Paulsen, Staff Liaison

DATE APPROVED: May 16, 2024

DATE PUBLISHED: May 23, 2024

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