



Meeting Minutes

Personnel Committee Meeting

Thursday, August 29, 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 a.m.**. Committee Members Anh-Thu Mai-Windle, Barbara Newell, and Danny Lowe were present.

Also present were Human Resources Director Lacey Paulsen (Staff Liaison), Human Resources Generalist Carla Friberg, and Human Resources Administrative Assistant II Jillian Stricklin (Assistant Staff Liaison).

Approval of Minutes:

Anh-Thu Mai-Windle moved and Barbara Newell seconded to approve the August 15, 2024 meeting minutes as presented. Danny Lowe abstained. 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 August 28, 2024, for Entry Level Police Officer consisted of 5 candidates, and 5 candidates were certified to the list.

Danny Lowe moved and Anh-Thu Mai-Windle seconded the motion to approve the Entry Level Police Officer certification list as presented. The motion carried 3-0.

2. Certification List for Exceptional Entry Level Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on August 28, 2024, for Exceptional Entry Level Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Barbara Newell moved and Anh-Thu Mai-Windle seconded the motion to approve the Exceptional Entry Level Police Officer certification list as presented. The motion carried 3-0.

3. Certification List for Lateral Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on August 28, 2024, for Lateral Police Officer consisted of 1 candidate, and 0 candidates were certified to the list. No motion needed.

Comments and Reports:

4. Personnel Committee Members
None.

5. HR Staff Liaison
Ms. Paulsen notified the committee that Barbara Newell has served two terms and must take a one-year break after her position is filled. Barbara Newell agreed to stay on the committee until a replacement is found.

Adjournment:

Ms. Paulsen adjourned the meeting at **11:37 a.m.**

APPROVED:

Anh-Thu Mai-Windle

Anh-Thu Mai-Windle, Chair

ATTESTED:

Lacey Paulsen

Lacey Paulsen, Staff Liaison

DATE APPROVED: September 26, 2024

DATE PUBLISHED: September 30, 2024

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