



Agenda
Personnel Committee Meeting
Thursday, October 31, 2024
Richland City Hall ~ The Parkway Conference Room
625 Swift Boulevard

Committee Members: Chair Mai-Windle and Members Loucks and Lowe

Staff Liaison: Human Resources Director Paulsen

Staff Liaison Assistant: Administrative Assistant II Stricklin

Regular Meeting - 11:30 a.m.

Call to Order/Attendance:

Public Comments:

Approval of Minutes: (Approved by Motion)

1. Approval of the October 1, 2024 Personnel Committee Meeting Minutes

Communications:

2. Comments from Visitors (Please Limit Comments to 5 Minutes)

Old Business:

New Business:

3. Certification List for Entry Level Police Officer
 - Carla Friberg, Human Resources Generalist

Comments and Reports:

4. Personnel Committee Members
5. HR Staff Liaison

Adjournment

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PERSONNEL COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 10/31/2024

Agenda Category: Approval of Minutes

Prepared By: Jillian Stricklin, Administrative Assistant II

Subject:

Approval of the October 1, 2024 Personnel Committee Meeting Minutes

Department:

Human Resources

Recommended Motion:

Move to approve the minutes of the Personnel Committee Meeting held on October 1, 2024.

Summary:

Draft meeting minutes from the October 1, 2024 Personnel Committee Meeting are presented for review and approval.

Attachments:

1. DRAFT - 2024.10.01 Personnel Committee Regular Meeting Minutes



Meeting Minutes

Personnel Committee Meeting

Tuesday, October 1, 2024

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting - 11:00 a.m.

Call to Order/Attendance:

Ms. Paulsen called the meeting to order at **11:30 a.m.**. Committee Members Barbara Loucks and Danny Lowe were present. Anh-Thu Mai-Windle was absent for roll call but arrived after the approval of minutes.

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

Approval of Minutes:

Danny Lowe moved and Barbara Loucks seconded to approve the September 26, 2024 meeting minutes as presented. The motion carried 2-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Entry Level Firefighter

Ms. Cruse informed the committee that the Oral Board Process held on September 25 & 26, 2024, for Entry Level Firefighter consisted of 22 candidates, and 9 candidates were certified to the list.

Danny Lowe moved and Barbara Loucks seconded the motion to approve the Entry Level Firefighter certification list as presented. The motion carried 3-0.

2. Certification List for Paramedic Firefighter

Ms. Cruse informed the committee that the Oral Board Process held on September 26, 2024, for Paramedic Firefighter consisted of 1 candidate, and 1 candidate was certified to the list.

Danny Lowe moved and Barbara Loucks seconded the motion to approve the Paramedic Firefighter certification list as presented. The motion carried 3-0.

Comments and Reports:

3. Personnel Committee Members
None.
4. HR Staff Liaison
None.

Adjournment:

Ms. Paulsen adjourned the meeting at **11:35 a.m..**

APPROVED:

ATTESTED:

Anh-Thu Mai-Windle, Chair

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:

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PERSONNEL COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 10/31/2024

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

Subject:

Certification List for Entry Level Police Officer

Department:

Human Resources

Recommended Motion:

Move to approve the certification list for entry level Police Officer from the oral board process held on October 30, 2024.

Summary:

The certification list for entry level Police Officer from the oral board process held on October 30, 2024, is presented for review and approval. The Chair will execute upon Committee approval.

Attachments: