



Meeting Minutes

Personnel Committee Meeting

Friday, May 23, 2025

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

Personnel Committee Regular Meeting - 11:30 AM.

Ms. Paulsen called the meeting to order at 11:30 AM.

Welcome and Roll Call:

Ms. Paulsen welcomed those in attendance.

Attendance:

Committee Member Mai-Windle	Present (Remote via Zoom)
Committee Member Lowe	Present (Remote via Zoom)
Committee Member Watson	Absent

Also present were Human Resources Generalist Friberg, Human Resources Generalist Cruse, and Human Resources Administrative Assistant II Stricklin (Assistant Staff Liaison).

Approval of Minutes:

Anh-Thu Mai-Windle moved and Danny Lowe seconded to approve the April 17, 2025 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 May 21, 2025, for Entry Level Police Officer consisted of 2 candidates, and 2 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 2-0.

2. Certification List for Fire Lieutenant

Ms. Cruse informed the committee that the Promotional Process held on April 22, 2025, for Fire Lieutenant consisted of 8 candidates, and 6 candidates were certified to the list.

Danny Lowe moved and Anh-Thu Mai-Windle seconded the motion to approve the Fire Lieutenant certification list as presented. The motion carried 2-0.

Comments and Reports:

3. Personnel Committee Members

None.

4. HR Staff Liaison

None.

Adjournment:

Ms. Paulsen adjourned the meeting at 11:35 AM.

APPROVED:

Anh-Thu Mai-Windle

Anh-Thu Mai-Windle, Chair

ATTESTED:

Lacey Paulsen

Lacey Paulsen, Staff Liaison

DATE APPROVED: June 12, 2025

DATE PUBLISHED: June 16, 2025