



Meeting Minutes

Personnel Committee Meeting

Thursday, July 24, 2025

Richland City Hall – 625 Swift Boulevard

The Parkway Conference Room

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

Ms. Cruse called the meeting to order at 11:31 a.m.

Welcome and Roll Call:

Ms. Cruse 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 Cruse and Human Resources Administrative Assistant II Stricklin (Assistant Staff Liaison).

Approval of Minutes:

Danny Lowe moved and Anh-Thu Mai-Windle seconded to approve the July 17, 2025 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 July 22, 2025, for Entry Level Firefighter consisted of 8 candidates, and 4 candidates were certified to the list.

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

2. Certification List for Paramedic Firefighter

Ms. Cruse informed the committee that the Oral Board Process held on July 22, 2025, for Paramedic Firefighter consisted of 1 candidate, and 1 candidate was certified to the list.

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

Comments and Reports:

3. Personnel Committee Members
None.

4. HR Staff Liaison
None.

Adjournment:

Ms. Cruse adjourned the meeting at 11:37 a.m.

APPROVED:

Anh-Thu Mai-Windle

Anh-Thu Mai-Windle, Chair

ATTESTED:

Krysten Make

Lacey Paulsen, Staff Liaison

DATE APPROVED: 08/21/2025

DATE PUBLISHED: 08/25/2025