



Agenda  
Personnel Committee Meeting  
Thursday, February 26, 2026  
Richland City Hall ~ Parkway Conference Room  
625 Swift Boulevard

---

**Regular Meeting - 10:00 a.m.**

**Call to Order/Attendance**

**Public Comments**

**Approval of Minutes (Approved by Motion)**

1. Approval of the January 22, 2026 Personnel Committee Meeting Minutes
  - Carla Friberg, Human Resources Generalist

**Old Business**

**New Business**

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

**Comments and Reports**

3. Personnel Committee Members
4. HR Staff Liaison

**Adjournment**

**The next Personnel Committee meeting will be held as needed.**

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



## Meeting Minutes

Personnel Committee Meeting  
Thursday, January 22, 2026  
Richland City Hall – 625 Swift Boulevard  
The Parkway Conference Room

---

### Personnel Committee Regular Meeting - 2:00 p.m.

Ms. Friberg called the meeting to order at 2:05 p.m.

#### Welcome and Roll Call:

Ms. Friberg welcomed those in attendance.

#### Attendance:

Committee Member Fair	Absent
Committee Member Lowe	Present (Remote via Zoom)
Committee Member Chambers	Present (Remote via Zoom)

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

#### Approval of Minutes:

Danny Lowe moved and Emma Chambers seconded to approve the December 19, 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 January 21, 2026, for Entry Level Police Officer consisted of 2 candidates, and 2 candidates were certified to the list.

Danny Lowe moved and Emma Chambers seconded the motion to approve the Entry Level Police Officer certification list as presented. The motion carried 2-0.

2. Certification List for Exceptional Entry Level Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on January 21, 2026, for Exceptional Entry Level Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Danny Lowe moved and Emma Chambers seconded the motion to approve the Exceptional Entry Level Police Officer certification list as presented. The motion carried 2-0.

3. Certification List for Lateral Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on January 21, 2026, for Lateral Police Officer consisted of 1 candidate, and 1 candidate was certified to the list.

Danny Lowe moved and Emma Chambers seconded the motion to approve the Lateral Police Officer certification list as presented. The motion carried 2-0.

**Comments and Reports:**

- 4. Personnel Committee Members  
None.
- 5. HR Staff Liaison  
None.

**Adjournment:**

Ms. Friberg adjourned the meeting at 2:10 p.m.

APPROVED:

ATTESTED:

\_\_\_\_\_  
Dan Lowe, Chair

\_\_\_\_\_  
Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:



## PERSONNEL COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 2/26/2026

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 February 25, 2026.

---

**Summary**

The certification list for entry level Police Officer from the oral board process held on February 25, 2026, is presented for review and approval. The Chair will execute upon Committee approval.

---

**Attachments**

---