



Agenda
Personnel Committee Meeting
Thursday, May 14, 2026
625 Swift Boulevard
Parkway Conference Room

Regular Meeting - 11:30 a.m.

Call to Order/Attendance

Public Comments

Approval of Minutes (Approved by Motion)

1. Approval of the April 27, 2026 Personnel Committee Meeting Minutes
- Jillian Stricklin, Administrative Assistant II

Old Business

New Business

2. Certification List for Entry Level Firefighter
- Carla Friberg, Human Resources Generalist
3. Certification List for Paramedic Firefighter
- Carla Friberg, Human Resources Generalist

Comments and Reports

4. Personnel Committee Members
5. HR Staff Liaison

Adjournment

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (RCW Ch. 42.30) 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
Monday, April 27, 2026
Richland City Hall – 625 Swift Boulevard
The Parkway Conference Room

Personnel Committee Regular Meeting – 10:30 a.m.

Ms. Friberg called the meeting to order at 10:34 a.m.

Welcome and Roll Call:

Ms. Friberg welcomed those in attendance.

Attendance:

| | |
|---------------------------|---------------------------|
| Committee Member Fair | Present (Remote via Zoom) |
| Committee Member Lowe | Present (Remote via Zoom) |
| Committee Member Chambers | Present (Remote via Zoom) |

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

Approval of Minutes

COMMITTEE MEMBER FAIR MOVED COMMITTEE MEMBER LOWE SECONDED THE MOTION TO APPROVE THE MARCH 19, 2026 MEETING MINUTES AS PRESENTED. MOTION CARRIED 3-0.

Communications

None.

Old Business

None.

New Business

1. Certification List for Entry Level Firefighter

Ms. Friberg informed the committee that the Oral Board Process held on April 22, 2026, for Entry Level Firefighter consisted of 8 candidate, and 4 candidate was certified to the list.

COMMITTEE MEMBER CHAMBERS MOVED AND COMMITTEE MEMBER LOWE SECONDED THE MOTION TO APPROVE THE EXCEPTIONAL ENTRY LEVEL POLICE OFFICER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 3-0.

2. Certification List for Lateral Firefighter

Ms. Friberg informed the committee that the Oral Board Process held on April 22, 2026, for Lateral Firefighter consisted of 2 candidates, and 1 candidate was certified to the list.

COMMITTEE MEMBER LOWE MOVED AND COMMITTEE MEMBER CHAMBERS SECONDED THE MOTION TO APPROVE THE LATERAL FIREFIGHTER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 3-0.

Comments and Reports

- 1. Personnel Committee Members
None.

- 2. HR Staff Liaison
None.

Adjournment

Ms. Friberg adjourned the meeting at 11:51 a.m.

APPROVED:

ATTESTED:

Dan Lowe, Chair

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:



PERSONNEL COMMITTEE AGENDA ITEM STAFF REPORT

Meeting Date: 5/14/2026

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

Subject

Certification List for Entry Level Firefighter

Department/Office

Human Resources

Document Type

Personnel Committee Item

Recommended Motion

Move to approve the certification list for Entry-Level Firefighter from the oral board process held on May 12, 2026.

Summary

The certification list for Entry-Level Firefighter from the oral board process held on May 12, 2026, is presented for review and approval. The Chair will execute upon Committee approval.

Fiscal Impact

None.

Attachments



PERSONNEL COMMITTEE AGENDA ITEM STAFF REPORT

Meeting Date: 5/14/2026

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

Subject

Certification List for Paramedic Firefighter

Department/Office

Human Resources

Document Type

Personnel Committee Item

Recommended Motion

Move to approve the certification list for Paramedic Firefighter from the oral board process held on May 12, 2026.

Summary

The certification list for Paramedic Firefighter from the oral board process held on May 12, 2026, is presented for review and approval. The Chair will execute upon Committee approval.

Fiscal Impact

None.

Attachments