



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 Laugherly, and Human Resources Administrative Assistant II Stricklin (Assistant Staff Liaison).

Approval of Minutes:

COMMITTEE MEMBER FAIR MOVED AND COMMITTEE MEMBER LOWE SECONDED THE MOTION TO APPROVE THE APRIL 27, 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 candidates, and 4 candidates were certified to the list.

COMMITTEE MEMBER CHAMBERS MOVED AND COMMITTEE MEMBER LOWE SECONDED THE MOTION TO APPROVE THE ENTRY LEVEL FIREFIGHTER 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:

3. Personnel Committee Members
None.

4. HR Staff Liaison
Ms. Friberg introduce new Human Resources Generalist Leah Laughery to the committee and reminded them the Fire Company Officer Promotional Process will take place next week, which is why we have a meeting scheduled for Monday, June 1, 2026.

Adjournment:

Ms. Friberg adjourned the meeting at 10:39 a.m.

APPROVED:

Dan Lowe

Dan Lowe, Chair

ATTESTED:

Lacey Paulsen

Lacey Paulsen, Staff Liaison

DATE APPROVED: May 14, 2026

DATE PUBLISHED: May 20, 2026