



**Agenda**  
Personnel Committee Meeting  
Thursday, June 25, 2026  
625 Swift Blvd  
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 June 1, 2026 Personnel Committee Meeting Minutes
  - Jillian Stricklin, Administrative Assistant II

**Old Business**

**New Business**

2. Certification List for Entry Level Firefighter
  - Leah Laughery, Human Resources Generalist
3. Certification List for Lateral Firefighter
  - Leah Laughery, Human Resources Generalist
4. Certification List for Paramedic Firefighter
  - Leah Laughery, Human Resources Generalist
5. Certification List for Entry Level Police Officer
  - Carla Friberg, Human Resources Generalist
6. Certification List for Exceptional Entry Level Police Officer
  - Carla Friberg, Human Resources Generalist
7. Certification List for Lateral Police Officer
  - Carla Friberg, Human Resources Generalist

**Comments and Reports**

8. Personnel Committee Members
9. 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, June 1, 2026  
Richland City Hall – 625 Swift Boulevard  
The Parkway Conference Room

---

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

Ms. Friberg called the meeting to order at 11:33 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 Fire Battalion Chief Josh Smith.

**Approval of Minutes:**

Danny Lowe moved and Emma Chambers seconded to approve the June 1, 2026 meeting minutes as presented. The motion carried 3-0.

**Communications:**

None.

**Old Business:**

None.

**New Business:**

1. Certification List for Fire Lieutenant.

Ms. Friberg informed the committee that the Promotional Process held on April 29-30, 2026 for Fire Lieutenant consisted of 10 candidates, and 1 candidate was certified to the list.

Emma Chambers moved and Patrick Fair seconded the motion to approve the Fire Lieutenant certification list as presented. The motion carried 3-0.

2. Certification List for Fire Captain.

Ms. Friberg informed the committee that the Fire Captain Promotional Process held on April 29-30, 2026 for Fire Captain consisted of 10 candidates, and 5 candidates were certified to the list.

Patrick Fair moved and Danny Lowe seconded the motion to approve the Fire Captain certification list as presented. The motion carried 3-0.

**Comments and Reports:**

3. Personnel Committee Members  
None.

4. HR Staff Liaison  
None.

**Adjournment:**

Ms. Friberg adjourned the meeting at 11:40 a.m.

APPROVED:

ATTESTED:

---

Dan Lowe, Chair

---

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:



## PERSONNEL COMMITTEE AGENDA ITEM STAFF REPORT

Meeting Date: 6/25/2026

Agenda Category: New Business

Prepared By: Leah Laughery, 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 June 24, 2026.

---

### Summary

The certification list for Entry-Level Firefighter from the oral board process held on June 24, 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: 6/25/2026

Agenda Category: New Business

Prepared By: Leah Laughery, Human Resources Generalist

---

### Subject

Certification List for Lateral Firefighter

---

### Department/Office

Human Resources

### Document Type

Personnel Committee Item

---

### Recommended Motion

---

Move to approve the certification list for Lateral Firefighter from the oral board process held on June 24, 2026.

---

### Summary

The certification list for Lateral Firefighter from the oral board process held on June 24, 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: 6/25/2026

Agenda Category: New Business

Prepared By: Leah Laughery, 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 June 24, 2026.

---

### Summary

The certification list for Paramedic Firefighter from the oral board process held on June 24, 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: 6/25/2026

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

---

### Subject

Certification List for Entry Level Police Officer

---

### Department/Office

Human Resources

### Document Type

Personnel Committee Item

---

### Recommended Motion

---

Move to approve the certification list for Entry-Level Police Officer from the oral board process held on June 24, 2026.

---

### Summary

The certification list for Entry-Level Police Officer from the oral board process held on June 24, 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: 6/25/2026

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

---

### Subject

Certification List for Exceptional Entry Level Police Officer

---

### Department/Office

Human Resources

### Document Type

Personnel Committee Item

---

### Recommended Motion

---

Move to approve the certification list for Exceptional Entry-Level Police Officer from the oral board process held on June 24, 2026.

---

### Summary

The certification list for Lateral Firefighter from the oral board process held on June 24, 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: 6/25/2026

Agenda Category: New Business

Prepared By: Carla Friberg, Human Resources Generalist

---

### Subject

Certification List for Lateral Police Officer

---

### Department/Office

Human Resources

### Document Type

Personnel Committee Item

---

### Recommended Motion

---

Move to approve the certification list for Lateral Police Officer from the oral board process held on June 24, 2026.

---

### Summary

The certification list for Lateral Police Officer from the oral board process held on June 24, 2026, is presented for review and approval. The Chair will execute upon Committee approval.

---

### Fiscal Impact

None.

---

### Attachments

---