



Agenda
Personnel Committee Meeting
Thursday, July 30, 2026
625 Swift Blvd

Regular Meeting - 11:30 a.m.

Call to Order/Attendance

Public Comments

Approval of Minutes (Approved by Motion)

1. Approval of the June 25, 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

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

Thursday, June 25, 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 11:37 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	Absent

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

Approval of Minutes:

DANNY LOWE MOVED AND PATRICK FAIR SECONDED TO APPROVE THE June 1, 2026 MEETING MINUTES AS PRESENTED. THE MOTION CARRIED 2-0.

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 June 23, 2026 for Entry Level Firefighter consisted of 5 candidates, and 1 candidate was certified to the list.

DANNY LOWE MOVED AND PATRICK FAIR SECONDED THE MOTION TO APPROVE THE ENTRY LEVEL FIREFIGHTER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 2-0.

2. Certification List for Lateral Firefighter

Ms. Friberg informed the committee that the Lateral Firefighter Oral Board Process held on June 23, 2026 for Fire Captain consisted of 1 candidate, and 1 candidate was certified to the list.

PATRICK FAIR MOVED AND DANNY LOWE SECONDED THE MOTION TO APPROVE THE LATERAL FIREFIGHTER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 2-0.

3. Certification List for Entry Level Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on June 24, 2026 for Entry Level Police Officer consisted of 4 candidates, and 2 candidates were certified to the list.

DANNY LOWE MOVED AND PATRICK FAIR SECONDED THE MOTION TO APPROVE THE ENTRY LEVEL POLICE OFFICER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 2-0.

4. Certification List for Exceptional Entry Level Police Officer

Ms. Friberg informed the committee that the Oral Board Process held on June 24, 2026 for Exceptional Entry Level Police Officer consisted of 2 candidates, and 2 candidates were certified to the list.

PATRICK FAIR MOVED AND DANNY LOWE SECONDED THE MOTION TO APPROVE THE EXCEPTIONAL ENTRY LEVEL POLICE OFFICER CERTIFICATION LIST AS PRESENTED. THE MOTION CARRIED 2-0.

Comments and Reports:

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

Adjournment:

Ms. Friberg adjourned the meeting at 11:43 a.m.

APPROVED:

ATTESTED:

Dan Lowe, Chair

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:



PERSONNEL COMMITTEE AGENDA ITEM STAFF REPORT

Meeting Date: 7/30/2026

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 July 28, 2026.

Summary

The certification list for Entry-Level Firefighter from the oral board process held on July 28, 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: 7/30/2026

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 July 28, 2026.

Summary

The certification list for Lateral Firefighter from the oral board process held on July 28, 2026, is presented for review and approval. The Chair will execute upon Committee approval.

Fiscal Impact

None.

Attachments
