



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:

Dan Lowe

Dan Lowe, Chair

ATTESTED:

Lacey Paulsen

Lacey Paulsen, Staff Liaison

DATE APPROVED: 07/31/2026

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