

Note: City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings. The Personnel Committee will meet remotely for this meeting. Members of the public may attend this meeting remotely by calling the phone number provided.



Agenda
Personnel Committee Meeting
Wednesday, October 13, 2021
Join the Zoom meeting [here](#)
Public Telephone Access: (206) 337-9723 or (253) 215-8782
Meeting ID No. 363 276 1823

Committee Members: Lorence, Mai-Windle and Newell

Staff Liaisons: Lacey Paulsen

Staff Liaison's Assistant: Katie Crusselle

Regular Meeting - 1:00 p.m. via Zoom

Call to Order/Attendance:

Approval of Minutes: (Approved by Motion)

Approval of the September 15, 2021 Meeting Minutes

Communications:

2. Comments from Visitors (Please Limit Comments to 5 Minutes)

Old Business:

New Business:

3. Certification List for Entry Level Firefighter
- Katie Crusselle, Human Resources Generalist

Comments and Reports:

4. Personnel Committee Members
5. HR Staff Liaison

Adjournment

The next Personnel Committee Meeting will be scheduled as needed.

Richland City Hall is ADA accessible. 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 942-7389.



PERSONNEL COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 10/13/2021

Agenda Category: Approval of Minutes

Prepared By: Lacey Paulsen, Human Resources Manager

Subject:

Approval of the September 15, 2021 Meeting Minutes

Department:

Administrative Services

Recommended Motion:

Approve the minutes of the Personnel Committee meeting held on September 15, 2021.

Summary:

Draft meeting minutes of the Personnel Committee meeting held on September 15, 2021 are presented for review and approval.

Attachments:

1. 2021.09.15 Personnel Committee Meeting Minutes - Draft



Meeting Minutes

Personnel Committee Meeting

Wednesday, September 15, 2021

Zoom- Public Telephone Access: (206) 337-9723 or (253) 215-8782

Meeting ID No. 363 276 1823

Personnel Committee Regular Meeting - 4:00 p.m. via Zoom

Call to Order/Attendance:

Committee Members Barbara Newell, Anh-Thu Mai-Windle, and Stephen Lorence were present.

Also present were Human Resources Manager Lacey Paulsen (Staff Liaison) and Human Resources Generalist Katie Crusselle (Assistant Staff Liaison).

Approval of Minutes:

Ms. Mai-Windle moved and Mr. Lorence seconded to approve the September 1, 2021 meeting minutes as presented. The motion carried 3-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Entry Level Firefighter (Current City Employees)

Ms. Crusselle informed the committee that the process held for Entry Level Firefighter (Current City Employees) consisted of one candidate, and one candidate was certified to the list.

Mr. Lorence moved and Ms. Mai-Windle seconded the motion to approve the Entry Level Firefighter (Current City Employee) Certification List as presented. The motion carried 3-0.

2. Certification List for Experienced Paramedic Firefighter

Ms. Crusselle informed the committee that the process held for Experienced Paramedic Firefighter consisted of one candidate, and one candidate was certified to the list.

Ms. Mai-Windle moved and Mr. Lorence seconded the motion to approve the Experienced Paramedic Firefighter Certification List as presented. The motion carried 3-0.

3. Certification List for Entry Level Firefighter

Ms. Crusselle informed the committee that the process held for Entry Level Firefighter consisted of 13 candidates, and six candidates were certified to the list.

Ms. Mai-Windle moved and Mr. Lorence seconded the motion to approve the Entry Level Firefighter Certification List as presented. The motion carried 3-0.

Comments and Reports:

4. Personnel Committee Members
None.

5. HR Staff Liaison
None.

Adjournment:

Ms. Paulsen adjourned the meeting at 4:13 p.m.

APPROVED:

ATTESTED:

Stephen Lorence, Chair

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:

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PERSONNEL COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 10/13/2021

Agenda Category: New Business

Prepared By: Katie Crusselle, Human Resources Generalist

Subject:
Certification List for Entry Level Firefighter

Department:
Administrative Services

Recommended Motion:
Move to approve the certification list for Entry Level Firefighter from the oral board process held on October 11, 2021.

Summary:
The certification list for Entry Level Firefighter from the oral board process held on October 11, 2021 is presented for review and approval. The Chair will execute upon Committee approval.

Attachments: