

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
Tuesday, November 2, 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 - 2:00 p.m. via Zoom

Call to Order/Attendance:

Approval of Minutes: (Approved by Motion)

Approval of the October 13, 2021 Personnel Committee meeting minutes

Communications:

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

Old Business:

New Business:

3. Certification List for Entry Level Police Officer
- 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 509-942-7389.



Meeting Minutes

Personnel Committee Meeting

Wednesday, October 13, 2021

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

Meeting ID No. 363 276 1823

Personnel Committee Regular Meeting - 1:00 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. Newell moved and Ms. Mai-Windle seconded to approve the September 15, 2021 meeting minutes as presented. The motion carried 3-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Entry Level Firefighter

Ms. Paulsen informed the committee that the oral board process held for Entry Level Firefighter certified four new candidates to the merged list.

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

Comments and Reports:

2. Personnel Committee Members

Ms. Mai-Windle commented about the Foster Garvey Civil Service Conference that she attended. Ms. Mai-Windle also had follow-up questions regarding the City's approach to ensuring there is a diverse candidate pool and retention of diverse employees once hired.

3. HR Staff Liaison
None.

Adjournment:

Ms. Paulsen adjourned the meeting at 1:20 p.m.

APPROVED:

ATTESTED:

Stephen Lorence, Chair

Lacey Paulsen, Staff Liaison

DATE APPROVED:

DATE PUBLISHED:

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