

Personnel Policy Committee

Date: 10.24.2022

Time Called to Order: 6:07 p.m.

Committee Member		Present	Absent	Staff:		Present	Absent
Cathy Clark	Mayor	X		Machell DePina	Human Resources	X	
Laura Reid	Councilor	X		Kristen Meyers	Human Resources	X	
Elizabeth Smith	Councilor	X		Adam Brown	City Manager	X	

Agenda Item

| Introduced
 | Reviewed
 | Discussed

Action Taken

Approval of Minutes	X	X	X	Minutes approved.
Review of Quarterly Report Memo	X	X	X	<p>HR Director DePina walked the committee members through the memo and attachments and responded to questions.</p> <p>X Members requested confirmation of public record that one comment on the City Manager's 6-month performance evaluation was not about him. Confirmed by recording and notes taken by the HR Director.</p> <p>X Councilor Reid recognized Kaileigh Westermann for doing an excellent job communicating with the Stormwater Advisory Committee. Other attendees concurred.</p> <p>X Members discussed importance of early planning and related timelines for leadership level recruitments given retire/rehires will be leaving. Copy of 2013 Chief of Police timeline and announcement to be shared w/PPC as reminder of prior experience.</p> <p>X Send out Elected Essentials registration information and inform Councilors that Mayor strongly encourages attendance by all.</p>
Other Business				
Request to City Recorder – came up while talking about orienting new employees				X Send out Elected Essentials registration information and inform Councilors that Mayor strongly encourages attendance by all.

Next Meeting: 01.23.2023

Adjourn: 7:45 p.m.

Minutes Approved: 1-23-23