

Personnel Policy Committee

Date: Monday, August 26, 2019 **Time Called to Order:** 6:05 p.m.

Committee Member		Present	Absent	Staff:		Present	Absent
Cathy Clark	Mayor	X		Machell DePina	Human Resources	X	
Kim Freeman	Councilor	X		Kristen Brokaw	Human Resources	X	
Laura Reid	Councilor	X					

Agenda Item	Introduced	Reviewed	Discussed	Action Taken
Approval of Minutes	X	X	X	
Review of Quarterly Report Memo	X	X	X	HR Director DePina walked the committee through the memo and attachments and responded to questions. HR Generalist Brokaw also presented information in key program areas.
	X	X	X	The committee members discussed initial recommendations for draft changes to the City Manager and City Attorney performance evaluation process and related forms. An additional meeting was determined necessary to continue work on this item. The meeting will take place on September 17 at 6:00 p.m.
Other Business				
Next Meetings: September 17 & November 7, 2019			Adjourn: 8:17 p.m.	Minutes Approved: 9/17/2019