Personnel Policy Committee

Date: June 11, 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. The City Manager and City Attorney evaluation form and process were discussed with interest expressed in revising some questions, a potential semi-annual work session rather than once a year and a change to the rating scale to match the scale used for City employee evaluations. HR Director DePina to provide summary notes and support PPC progress on this subject to include communication with the City Manager and City Attorney.

Other Business

Next Meeting: August 26, 2019
rescheduled from August 8, 2019

Adjourn: 8:20 p.m.

Minutes Approved: June 11, 2019