



**Personnel Board Meeting Minutes  
July 24, 2018**

**I. Call to Order & Attendance**

Ms. Geyer called the meeting to order at 11:35 a.m. The following individuals were in attendance:

**A. Board Members**

Leslie Geyer, Chair  
Bernadine Goldman, Member  
Larry Warner, Member

**B. Others**

Denise Cassel, Human Resources Manager/Staff Liaison  
Katie Thwaites, Assistant County Attorney  
Morrie Pongratz, Council Liaison  
Howard Hall, Training Manager  
Kathy Casados, HR-SOS/Administrative Support

**C. Public**

No members of the public were present.

**II. Chair's Report**

There was no report.

*There was no action was taken on this item.*

**III. HR Manager's Report**

Ms. Cassel distributed the HR Manager's Report and commented on some highlights. The detailed report was included in the agenda packet.

*There was no action was taken on this item.*

**IV. Public Comment**

There was no public comment.

*There was no action was taken on this item.*

**V. Approval of Minutes – February 27, 2018**

Ms. Geyer called for comments or corrections to the minutes. After a short discussion, members decided to table the vote since Ms. Goldman and Mr. Warner were not present at the meeting and since Mr. Priestly was absent.

*Ms. Geyer made a motion to table the minutes until the next Regular Meeting. Mr. Warner seconded; the motion passed.*

**VI. Discussion and/or Possible Action Items**

**A Election of Officers**

Ms. Geyer called for comments or nominations. After a short discussion, members decided to table the vote since Mr. Priestly was absent and it was the first meeting of Mr. Warner's and Ms. Goldman's terms. Ms. Geyer stated that she would continue to serve as Chair and Mr. Priestly would continue as Vice-Chair until the next regular meeting.

*Mr. Warner made a motion to table the election until the next Regular Meeting. Ms. Goldman seconded; the motion passed.*

**VII. Informational Items:**

- A** Overview of the Performance Planning and Assessment Process for 2017-2018. Ms. Cassel introduced Mr. Howard Hall, HR Training Manager. Mr. Hall then distributed copies of his slides and went through a PowerPoint description of the process. Mr. Hall and Ms. Cassel answered questions and provided clarifying information to the board.

*There was no action taken on this item.*

- B** Overview of Munis Go-Live

Mr. Hall included this item in his PowerPoint presentation.

*There was no action was taken on this item.*

**VIII. Adjournment**

Ms. Geyer adjourned the meeting at 12:44 pm.

Approved:

<< *Signed* >>

*September 25, 2018*

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**Leslie Geyer, Chair**

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**Date**