



**Personnel Board Meeting Minutes
January 22, 2019**

I. Call to Order & Attendance

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

A. Board Members

Leslie Geyer, Chair
Terry Priestly, Vice-Chair
Bernadine Goldman, Member
Larry Warner, Member

B. Others

Denise Cassel, Human Resources Manager/Staff Liaison
Mary Tapia, Assistant Human Resources Manager
Kathy Casados, HR-SOS/Administrative Support

C. Public

None

II. Chair's Report

Ms. Geyer had no items to report.

No action was taken on this item.

III. HR Manager's Report

Ms. Cassel provided copies of the report at the meeting. A copy is also attached to the minutes for the record. She reviewed some highlights from the report and provide some clarification for members.

No action was taken on this item.

IV. Public Comment

There was no public comment.

No action was taken on this item.

V. Approval of Minutes – December 4, 2018

Ms. Geyer called for comments or corrections to the minutes; there were none. Ms. Goldman asked that a correction be made to item VI.A.; her title should be "Ms." not "Mr."

Mr. Priestly made a motion to accept the minutes as amended. Ms. Goldman seconded. The vote was unanimous; the motion passed.

VI. Discussion and/or Possible Action Items

A. FY2020 Work Plan

Ms. Cassel reviewed the draft that was distributed at the meeting. She also answered some questions and provided clarification for the board members. The work plan will be finalized and submitted to Council for review and approval.

No action was taken on this item.

VII. Informational Items

A. Boards & Commissions Luncheon: March 14, 2019

Ms., Cassel reminded members to notify Ms. Casados if they would be attending the luncheon so that a Notice of Quorum could be posted.

No action was taken on this item.

B. Next Meeting: February 19, 2019 (correction to agenda)

No action was taken on this item.

C. End of Term for Bernadine Goldman: March 31, 2019

Ms. Cassel notified the board that Ms. Goldman has applied for reappointment. There were no other applicants for the vacancy as of this date. Since Ms. Goldman served less than a full term she is eligible to serve up to two regular terms. An interview will be scheduled with Ms. Goldman prior to the next meeting. The interview committee will consist of Councilor Robinson, Ms. Geyer and Ms. Cassel. The recommendation of the committee will then be submitted to Council for review and approval.

VIII. Adjournment

Ms. Geyer adjourned the meeting at 12:19 pm.

Approved:

{Leslie Geyer}

March 19, 2019

Leslie Geyer, Chair

Date