



City of Elkins

Personnel Committee Meeting

June 2, 2025

1:00 PM

Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.

Charter Authority of the Personnel Committee: Review and propose to Council employment policies, including employee compensation and benefits and an employee handbook. Review applications for primary staff positions recommended by the Mayor and make hiring recommendations to Council.

AGENDA

1. **Call to order and roll call**
2. **Public comment**
3. **Minutes**
 - a. Proposed minutes for the meeting of April 7, 2025.
4. **Reports**
5. **New business**
 - a. Position Control and Organizational Authority Policy
 - b. Personnel Policy Update - Paid Meal breaks for Field-Based Employees
6. **Announcements**
7. **Adjournment**