

PERSONNEL COMMITTEE MEETING MINUTES

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
March 31, 2026
1:00 p.m.*

Present were members: C. Thompson (chair), C. Kerns, & L. Severino.

Also present were: Mike Kesecker (operations manager), Tracy Judy (treasurer), Steve Himes (fire chief), Travis Bennett (police chief), Sutton Stokes (city clerk, via Teams), Joshua Martin (interim HR director, via Teams), Wes Lambert (water chief operator), Whitney Hymes (wastewater chief operator), and Mikayla Goins (executive secretary).

MINUTES

Severino **MOVED APPROVAL OF THE MINUTES FOR THE MEETING OF MARCH 3, 2026.** The motion carried.

NEW BUSINESS

a. Consideration of applicants for HR Generalist vacancy

The committee reviewed and discussed the candidate interviews, identifying a selected candidate.

Kerns **MOVED AUTHORIZING STOKES AND MARTIN TO OFFER THE POSITION TO THE SELECTED CANDIDATE UNDER THE TERMS DISCUSSED, WITH A RECOMMENDATION TO COUNCIL FOR APPOINTMENT IF THE OFFER IS ACCEPTED.** The motion carried.

b. Next steps on city classification and compensation project

The Committee discussed previous efforts to update the city's classification and compensation plan.

Martin reported his progress on the project, currently correcting EEO codes provided by Align HR in 2022.

Thompson requested that Martin provide by email a list of HR consultant agencies that have experience working with municipalities to assist with a classification and compensation plan.

The Leadership Team will review existing materials and consider next steps for recommendation to the Committee. The topic will remain a standing item on the Committee agenda.

c. NeoGov implementation update

Martin provided an update on NeoGov implementation. There was a meeting with NeoGov on 3/30/2026. Looking to implement time and attendance, and payroll systems soon. HR team will continue to meet with NeoGov weekly to complete implementation.

Martin reported proposed full implementation of NeoGov in between 9 and 12 months.

Kerns requested NeoGov implementation update be added to May 4th agenda.

The meeting adjourned at 2:43 p.m.

Cody H. Thompson - Chair
Name & Title

Cody H. Thompson
Signature