

PERSONNEL COMMITTEE REGULAR MEETING MINUTES

***401 Davis Avenue
City Hall, Council Chambers
February 5, 2024
1 p.m.***

Present were Committee Members: R. Chenoweth, M. Hinchman, and C. Thompson.

Also present were: Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney), Tracy Judy (treasurer), Steve Himes (fire chief), Travis Bennett (police chief), Melissa Washington (human resources), J. Deighan (communications), and Sutton Stokes (city clerk).

PUBLIC COMMENT

There was no public comment.

MINUTES

Hinchman **MOVED APPROVAL OF THE MINUTES OF THE JOINT MEETING OF THE FINANCE AND PERSONNEL COMMITTEES OF JANUARY 8.** The motion carried.

NEW BUSINESS

a. *Nomination of municipal court judge*

Thompson **MOVED THAT THE COMMITTEE ENTER EXECUTIVE SESSION UNDER THE PERSONNEL EXEMPTION FOR THE AGENDA ITEM “NOMINATION OF MUNICIPAL COURT JUDGE.”** The motion carried. The executive session began at 1:01 p.m. and ended at 1:06 p.m. The chair announced that no decisions were made and no actions were taken.

Thompson **MOVED RECOMMENDING THAT COUNCIL APPOINT REBECCA DAY AS MUNICIPAL COURT JUDGE.** The motion carried.

b. *HSA administration (presentation from vendor and recommendation for action)*

Washington presented information about HSA administration services available from AFLAC and Health Equity.

Chenoweth **MOVED RECOMMENDING THAT COUNCIL SELECT AFLAC/HEALTH EQUITY AS THE HSA PLAN ADMINISTRATOR.** The motion carried. With this motion, the committee recommended that council take the following actions:

- That council select Aflac/health equity as the HSA plan administrator under the terms of Aflac's letter of understanding (after review by the city attorney)
- That any current supplemental insurance policyholders be grandfathered after any changes, and
- That human resources personnel be authorized to take the steps necessary to implement the letter of understanding after council approval.

c. *Revising policy for emergency government closures*

Stokes presented proposed changes to the city's policy for emergency closures in response to inclement weather and similar emergencies. The intention of the changes is to shift responsibility for announcing closures to the mayor, rather than closing automatically in response to the governor declaring a state of emergency. Other changes would clarify certain matters related to pay during weather and similar emergencies.

Chenoweth **MOVED RECOMMENDING COUNCIL APPROVAL OF THE PROPOSED CHANGES.** The motion carried.

The meeting adjourned at 1:57 p.m.

The foregoing minutes were approved at the meeting of

March 4, 2024

Robert Chenoweth, Chair
Name & Title

Robert Chenoweth
Signature