



Harrisburg Personnel Committee
Minutes Summary for February 2, 2016

Date: February 2, 2016

Time: 6:00PM

Place: City Hall, located at 120 Smith St.

Committee members present: Kimberly Downey, Rob Boese and Mike Caughey. Also present were City Administrator Brian Latta, and City Recorder/Asst. City Administrator Michele Eldridge.

Called to order by Chairperson Downey at 6:00PM

1. Caughey motioned to approve the minutes for January 5, 2016, and was seconded by Boese. Passed unanimously.

2.a. SUBJECT: Discuss and Review Proposed changes to Policy No. 107, Employment Relationship, and Harrisburg Internal Policy (HIP) 15-3

2.b. ACTION: *Caughey motioned to forward the amendment to Policy No. 107, of the Employee Manual to the City Council for approval as amended. Seconded by Boese, and passed unanimously.*

3.a. SUBJECT: Discuss and Review Proposed Changes to Policy No. 121, At Will Status and Discipline; Policy No. 122, Separation and Reinstatement, and Policy No. 123, Grievance, and now entitled Employee Complaints.

3.b. ACTION: *Boese motioned to recommend adoption of the proposed Policies 122, and 123. Seconded by Caughey, and passed unanimously. [Note: Policy No. 121 will return in the future after a question in regards to executive sessions is resolved]*

4. OTHER: None

With no other business to discuss, the meeting was adjourned at 6:44p.m.