

City of Lake City
Personnel Committee
November 25, 2013 4:30 p.m.
2nd Floor Conference Room

Call to Order

Joel Beckman _____ Matt Powers _____ Mark Spence _____

1. Adopt/amend agenda

Motion _____ seconded _____ to approve/amend the agenda.

2. Approve minutes of the October 24, 2013 meeting

Motion _____ seconded _____ to approve/amend the minutes.

3. Recommend to Council moving Ryan Winter from Operator C to Operator B.

4. Discuss pay study proposal

5. Employee handbook policy updates:

- modified Grievance/Complaint Resolution Procedure discussion on performance
- evaluation appeal
- review meal reimbursement allowance/ employee policy section in handbook
- add employee definition of family/ single
- credit card point redemption criteria add to handbook

6. Discuss Administrative Staff Hiring Policy and relation to policy on hiring employees under the jurisdiction of certain Boards/Commissions in City Code section 30.

7. Discuss seasonal hires email from City Attorney.

8. Discuss comp time (non-exempt) payout this year only.

Miscellaneous discussion

Next meeting date: December ____ 2013

Adjourn

Motion _____ seconded _____ to adjourn at _____ p.m.