

Personnel Board Meeting
May 21, 2024 6:00 p.m.
HR Department Conference Room

MINUTES

Date: May 21, 2024
Time: 6:00 p.m.
Place: Water Building, 2nd Floor, HR Department Conference Room
Present: Board Member Jim Collins
Board Member Davy Lott
Board Member Martina Winston (via Zoom)

Others Present: Tracy Hill, Chuck Crocker

CALL TO ORDER

Tracy Hill called the meeting to order at 6:05 p.m.

RECORD OF ATTENDANCE

All Board members were present.

APPROVAL OF MINUTES

Martina Winston made a motion to approve the minutes from the March 21, 2024 meeting and it was seconded by Jim Collins. The minutes were approved.

NEW BUSINESS

Chuck Crocker, Director of IT, presented three job descriptions for consideration.

The job description and pay grade for IT System Analyst, Public Safety was presented. Davy Lott made the motion to approve and Martina Winston seconded the motion. All members approved the job description and pay grade.

The job description for IT System Analyst was then presented and Jim Collins made a motion to. Davy Lott seconded the motion and all approved.

Lastly, Chuck Crocker presented the job description and pay grade for the GIS Analyst position and pay grade. Davy Lott made the motion that both the description and grade be approved. Jim Collins seconded the motion and all approved.

ADJOURNMENT

With no additional business to come before the Board, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,



Tracy Hill, Board Secretary/Director of Human Resources