



## PERSONNEL COMMITTEE MEETING MINUTES

Date: November 14, 2024

Time: 1:00 p.m.

### Call to Order

Kristi Walker called the meeting to order at 1:02 p.m.

### Roll Call

Committee Members present: Loretta Broomfield, Kim Dykstra, Kristi Walker, Matt Grieder, Mark Becker

Other Attendees & Guests: Jill Trevino

### Public Comment

None

### Approval of Minutes ([Attachment 4.1](#))

Kim Dykstra motioned and Loretta Broomfield seconded to approve the October 9, 2024 minutes. Motion carried unanimously by roll call vote.

### Unfinished Business

None

### New Business

#### Random Drug Testing Policy Update

The human resources director discussed the Leadership Team's decision not to proceed with this policy. To compensate for this, it was agreed that key employees attend reasonable suspicion training.

#### 2025 Employee Handbook Updates

The human resources director explained the legal changes, edits, and policy additions for all committee members. Questions were answered regarding the Paid Leave for All Workers Act, the name of our legal counsel, and paycheck laws.

The human resources director explained that these changes have been reviewed by the Employee Handbook Team which is composed of various staff to receive different perspectives, Leadership Team, and our Legal Counsel to ensure that our policies meet legal precedence.

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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Matt Greider motioned and Mark Decker seconded to submit new policies and edits to the entire board with an edit in the payroll section to include that an employee can request a physical check if they wish not to use direct deposit or a pay card. Motion carried unanimously by roll call vote.

**Public Comment**

None

**Announcements**

No meeting in December.

**Adjournment**

Adjourned at 1:46 p.m.