



Personnel Committee
9:00am, Thursday, November 12, 2020
Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to Order

Present: Council Members Moye and Streetman, Mayor Carroll

Staff Present: Administrator Fragoso, Asst. Administrator Hanna

2. Approval of previous meeting's minutes – October 8, 2020

Mayor Carroll made a motion to approve the minutes October 8 meeting, and Council Member Streetman seconded the motion. The minutes passed unanimously.

3. Citizen's Comments – none

4. Old Business

A. Discussion and consideration of proposals received for RFP 2020-07 Wage and Compensation Analysis

Administrator Fragoso stated the 400 pages received from 6 bidders are attached to the agenda. Bids ranged in price from \$14,000 to over \$30,000. She said the next step is to speak with local governments that have used these firms. Staff will be ready to make a recommendation to the Personnel Committee at a Special Meeting in December.

B. Update on Fire Chief hiring process

Administrator Fragoso reported that 50-55 resumes have been received to date, and the closing date for the application process is November 16. Several internal candidates have applied. Resumes are reviewed for the necessary qualifications and certifications. A narrowed-down pool of candidates will be sent to Personnel and Public Safety Committee members before Thanksgiving.

5. New Business

A. Consideration of application for appointments to Boards and Commissions

Administrator Fragoso reported there are five applicants for three vacancies on the Planning Commission, two applicants for one vacancy on the Board of Zoning Appeals, and four applications for three vacancies on the ATAX Board.

Council Member Moye suggested there be less questions involved in the interview process and to keep interviews to 20 minutes each. Recommendations should be ready for the Special City Council Meeting on December 8.

MOTION: Mayor Carroll made a motion to recommend the appointments of David Cohen, Steven Corney, and Sandy Stone to the Planning Commission. Council Member Streetman seconded the motion. The motion passed unanimously.

MOTION: Mayor Carroll made a motion to recommend the reappointment of Julise Spell to the ATAX Board, the appointment of Ray Burns to the ATAX Board, and to interview two candidates for the remaining open seat on that Board. Council Member Streetman seconded the motion.

MOTION: Council Member Moye made a motion to interview both candidates for the vacancy on the BOZA. Council Member Streetman seconded the motion. The motion passed unanimously.

Council Member Moye directed staff to devise 2-3 interview questions based on the needs of each Commission or Board. Potential interview dates will be set up via email.

6. Miscellaneous Business

The next meeting of the Personnel Committee will be scheduled prior to the December 8 Special City Council Meeting. The next regular meeting of the Personnel Committee will be Tuesday, January 12, 2021 at 9am.

7. Adjournment

Council Member Streetman made a motion to adjourn, and Mayor Carroll seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:51am.

Respectfully submitted,

Nicole DeNeane
City Clerk