



Personnel Committee
9:00am, Tuesday, January 5, 2021
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 Bell, Buckhannon, and Moye

Staff Present: Administrator Fragoso, Asst. Administrator Hanna

2. Election of Chair and Vice Chair

Council Member Bell nominated Council Member Moye as Chair of the Personnel Committee. Council Member Buckhannon seconded the motion. The vote for Council Member Moye as Chair of the Personnel Committee was unanimous.

Council Member Buckhannon nominated Council Member Bell as Vice Chair of the Personnel Committee. Council Member Moye seconded the motion. The vote for Council Member Bell as Vice Chair the Personnel Committee was unanimous.

3. Approval of previous meeting's minutes – November 12, 2020 and November 24, 2020

MOTION: Council Member Bell made a motion to approve the minutes of the November 12 and November 24 meetings. Council Member Buckhannon seconded the motion. The motion passed unanimously.

4. Citizens' Comments – none

5. Old Business

A. Update on Wage and Compensation Analysis

Administrator Fragoso said the contract with Evergreen has been executed and there will be a kickoff meeting on January 7 to discuss goals, expectations, and work timelines.

B. Update on Fire Chief hiring process

Administrator Fragoso said that the 77 applications received for this position have been narrowed down to 10 candidates. Three days of interviews with members of the Personnel and Public Safety committees will be held next week. Council Member Moye indicated this search process is different from the processes for the City Administrator and Police Chief in that it is

being done entirely remotely. Due to the larger number of final candidates, there will likely be a second round of interviews with 2-3 remaining candidates.

6. **New Business**

7. **Miscellaneous Business**

The next meeting of the Personnel Committee will be Tuesday, February 2, 2021 at 9am.

8. **Executive Session**

MOTION: Council Member Moye made a motion to move into Executive Session in accordance with §30-4-70(a)(1) to discuss employment matters related to the search for a new Fire Chief. Council Member Bell seconded the motion. The motion passed unanimously.

The Committee moved into Executive Session at 9:09am.

The Committee returned from Executive Session at 9:47am. Council Member Moye reported that no decisions were made.

7. **Adjournment**

Council Member Buckhannon made a motion to adjourn, and Council Member Bell seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:47am.

Respectfully submitted,

Nicole DeNeane
City Clerk