



Personnel Committee
9:00am, Tuesday, May 4, 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, HR Officer Ladd

2. Approval of previous meeting's minutes

MOTION: Council Member Buckhannon made a motion to approve the minutes of the March 3, 2021 meeting. Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizens' Comments – none

4. Old Business

A. Introduction of Human Resources and Payroll Officer

Administrator Fragoso introduced the new Human Resources and Payroll Officer, Janice Ladd. Ms. Ladd gave a brief overview of her work history prior to coming to the Isle of Palms.

B. Update on Wage and Compensation Analysis project

Asst. Administrator Hanna reviewed the process of work completed by Evergreen to date. Staff will be meeting with them on Wednesday for an update. Administrator Fragoso said they are about two weeks behind in their final deliverable. She supports the placeholders in the FY22 budget for the first phase of any salary adjustments recommended by the study. She noted that any adjustments will be part of a phased approach, starting with Public Safety. She will share the updated work schedule from Evergreen with the Committee.

5. New Business

A. Discussion and consideration of applicants to fill Board of Zoning Appeals vacancy

Administrator Fragoso said three applications were received for the opening on the Board of Zoning Appeals. The member who recently left was an attorney, and the Board would like to retain someone with judicial expertise since the Board serves a quasi-judicial function. Based on that qualification and the needs of BOZA, staff recommends Ted McKnight to fill the vacancy.

MOTION: Council Member Bell made a motion to recommend Ted McKnight to the Board of Zoning Appeals. Council Member Buckhannon seconded the motion.

Committee member briefly discussed whether or not it was necessary to interview all the candidates based on the staff recommendation and needs expressed by the Board.

VOTE: The motion passed unanimously.

B. Discussion of referendum question on reducing the size of City Council

Administrator Fragoso said she was looking for guidance from the Committee about the wording of the referendum question on reducing the size of City Council so that she could better direct the City Attorney on the drafting of the question. She detailed the options and outcomes of reducing the size of Council, noting it was important that citizens understand the implications of both options. Committee members agreed the question needs to be worded so that citizens will understand the outcome. The consensus was to word the question such that the reduction would be reduced by one person in each election cycle such that no one's term is shortened and to prevent the potential for a larger turnover in Council members in one cycle. Council Member Moye said, "The way that I would do that is in the 2023 election cycle have one two-year term that expires in 2025, and then get rid of those two seats in 2025."

Council Member Buckhannon suggested a reduced Council have equal representation across districts.

Should the citizens vote to reduce the size of City Council, it would take two election cycles before an impact is seen. Administrator Fragoso said she would ask City Attorney Hinchey to draft the question to bring before City Council at the end of May.

Committee members discussed the importance of the expression of neutrality in all communications about the referendum. Administrator Fragoso said she would have a third party review all materials to ensure neutral language.

C. Discussion of proposals for Assistant City Attorney

Administrator Fragoso has received three applications for the position of Assistant City Attorney. She said she would like to interview them first before bringing two options to the Committee for consideration.

6. Miscellaneous Business

The next meeting of the Personnel Committee will be Wednesday, June 9, 2021 at 9am.

7. Executive Session

MOTION: Council Member Moye made a motion to go into Executive Session in accordance with §30-4-70(a)(1) to discuss personnel matters related to the proposals for the Assistant City Attorney. Council Member Bell seconded the motion. The motion passed unanimously.

The Personnel Committee moved into Executive Session at 9:38am.

The Personnel Committee returned from Executive Session at 9:56am. Council Member Moye said no decisions were made.

8. 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 9:56am.

Respectfully submitted,

Nicole DeNeane
City Clerk