

PERSONNEL COMMITTEE

5:00 p.m., Tuesday, September 9, 2008

The regular meeting of the Personnel Committee was held at 5:00 p.m. on Tuesday, September 9, 2008 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Chairman Piening, Councilman Bettelli, City Administrator Tucker, Assistant to the Administrator Dziuban and City Clerk Copeland. Councilman Taylor's absence was excused.

1. Chairman Piening called the meeting to order and acknowledged that the press and the public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meeting's Minutes

MOTION: Councilman Bettelli moved to approve the minutes of the regular meeting of August 5, 2008 as submitted; Chairman Piening seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments - None

4. Old Business

Update on Election Transfer to Charleston County

Clerk Copeland referred the Committee members to the copy of an e-mail from Kristen Salisbury, Deputy Clerk for Charleston County, reporting that the Isle of Palms ordinance had received second reading at the August County Council meeting and would receive third reading in September. Final Justice Department approval will follow the adoption by Charleston County of its ordinance.

Chairman Piening elected to allow Firefighter Michael Hommel to present his three (3) employee suggestions that are to come before the Committee today. Administrator Tucker introduced Mr. Hommel and he read the suggestions into the minutes as follows:

- (1) Issue annual passes for the City marina boat launch to those employees who wish to launch their personal watercraft from the marina. Benefits to employees: saves \$15/launch fee for non-residents; helps with area familiarization. Benefits to City: City employees have a higher tendency to report unsafe conditions and changing conditions (sandbars) to proper channels.
- (2) Post information signs on Front Beach area advising beach goers of local Atlantic Ocean hazards and information, for instance, marine life (jellyfish, stingrays, etc.), explanation of rip current and information on sea turtles.

- (3) Post more highly visible signs at Breach Inlet advising beach goers of hazards specific to the Inlet. Current signage is very limited and not very visible. Example: Dangerous ocean currents.

4. New Business

Review of Boards and Commissions Applications

Administrator Tucker noted that typically this is the time of year that the Personnel Committee interviews new applicants for vacancies on Board and Commissions. She informed the Committee that the interview process began several years ago when it was learned that there were some people who had been appointed and were serving, but who were totally unfamiliar with the City and how it operated. As in any job interview, the purpose of the Personnel Committee's interviews is to learn about the applicants, their backgrounds, what expertise they bring to the table and discern the level of knowledge they have about the City to be able to function well on a City Board or Commission.

The Administrator then directed attention to the handout Assistant Dziuban had prepared. The names appearing in red are those of persons whose terms expire in December and the one (1) resignation on the Planning Commission; it also indicates that all of them are interested in continuing to serve in their present capacity. Should the Committee decide to re-appoint these people, there would be only one (1) position to fill. There is a clarification necessary about Rick Linville's ATAX eligibility, and there has not been a response from Julia Tucker, so there could potentially be three (3) positions to fill. On the other hand, if the Committee is unhappy with the service being given by anyone up for re-appointment, this is the time to consider replacing them. Assistant Dziuban stated that she had confirmed with Building Director Kerr that all of the persons requesting re-appointment to the Board of Zoning Appeals and Planning Commissions have completed the state required training.

Page two of the handout lists the persons in the candidate pool for 2009 and their area of interest; they are listed by their date of application. The Administrator explained that the decision the Committee needs to make is (1) will interviews be scheduled with new applicants or (2) will the Committee reappoint those whose terms are expiring and make a recommendation to City Council.

Councilman Bettelli remarked that in the past the new applicants have been interviewed ignoring the number of vacancies; the purpose being to get the answers to the Committee's questions on file. Chairman Piening was in agreement that persons who have voiced interest should be interviewed.

Councilman Bettelli explained the calendar for Boards and Commissions appointments as one where the Committee can make its recommendations to City Council at the November meeting. He stated that the purpose of the December meeting is to announce the appointments to Boards and Commissions and standing committees for the coming calendar year.

After some discussion, it was decided that interviews would be held on Tuesday evenings beginning at 5:30 p.m. and that there would be two (2) interviews schedule per day. Clerk Copeland agreed to email the questionnaire used last year to the Committee members for review and revision, if necessary, and to begin scheduling interviews.

6. Miscellaneous

Administrator Tucker recalled that there were discussions in the past about preparing information to show to employees their benefits – what the City does for each of them that they do not see in their paychecks. She distributed to the Committee members the beginning efforts in this project initiated by Clerk Copeland where the benefits afforded to every employee are illustrated; the samples take an annual salary and shown the City's portion of the benefits to an employee. The Administrator asked the Committee if the information provided was in line with what they wanted, and the Committee appeared pleased with the efforts presented and agreed that the information would be valuable for employees to know.

Employee Suggestions:

- 1) Annual pass to marina for employees: sent to Real Property Advisory Committee for study.
- 2) Information signs at beach accesses: City has recently placed new signs at each beach access; sent to Public Safety for study.
- 3) Breach Inlet signage: Public Safety is already looking into Breach Inlet issues.

Next Meeting date: 5:00 p.m., Tuesday, October 14, 2008

7. Adjourn

MOTION: Councilman Bettelli moved to adjourn the meeting of the Personnel Committee at 5:30 p.m., Chairman Piening seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:
Marie Copeland, City Clerk