Personnel Committee Meeting

Committee Members:	Julia Hammond-Chair, Weet Baldwin, Drew Walker, Marilyn West, Sheila White
Staff Members:	Angel Dove, Chief Human Resources Officer, Chip Decker, Chief Executive Officer

Agenda Topics:

- Call Meeting to Order
- Staffing Update
- Changes to the CEO Performance Evaluation Form
- Executive Session – Discussions Involving Personnel Matters
- Other Comments
- Adjournment

Minutes from the August 10, 2023 Meeting:

Committee Members in Attendance: Julia Hammond, Weet Baldwin, Drew Walker, Marilyn West-via telephone, Sheila White-via telephone

- *The minutes from the 11/1/22 meeting were approved.*
- *Angel Dove provided the Committee with a staffing update: In August, one full-time EMT and one full-time Paramedic were hired. An additional 25 Paramedics and 23 EMT's are needed to be fully staffed*
- *Proposed changes to the Employee Handbook were discussed. Chip Decker stated all changes were made by outside counsel and incorporate several updates for compliance with current employment laws. Marilyn West requested definitions and acronym meanings be added.*
- *Julia Hammond recalled that during the performance evaluation process last year for Chip Decker, the Committee requested RAA look at the processes and forms used by similar agencies. It was determined RAA's process/form are identical to others. One EMS system requested RAA provide feedback on how the RAA Board decides to move forward since they too are having similar discussions. The Committee will be reviewing the current form and was requested to send proposed changes to Julia Hammond. Changes will be reviewed at a future Personnel Committee meeting and brought to the full Board for consideration. For 2023, the current form will be used, however, the process will change. Chip Decker will no longer prepare a self-evaluation, rather, an executive summary of the "year in review" will be provided to all Board members, along with the blank evaluation form to complete. This will help make the process more informational and allow for objectivity.*

Special Notes: None