Personnel Advisory Board

September 7, 2023, 6:00 pm

Members present:

David Dubois- Teams

Kristy Croft

TJ Jean

Members absent:

Others Present:

Kimberly Conley, Director of Human Resources

Review and recommendation of:

1. 4 New Positions –
2. Training Officer- job description – David Dubois moved to recommend. Kristy Croft seconded to recommend approval of position at pay grade 14. The motion carried by a unanimous vote.
3. Battalion Chief job description – TJ Jean moved to recommend. Dave Dubois seconded to recommend approval of position at pay grade 14. The motion carried by a unanimous vote.
4. Chief Community Development Officer- job description – David Dubois moved to recommend. Kristy Croft seconded to recommend approval of position at pay grade 17. The motion carried by a unanimous vote.
5. Deputy Chief Administrative Officer- job description – TJ Jean moved to recommend. Kristy Croft seconded to recommend approval of position at pay grade 18. The motion carried by a unanimous vote.

Director of Human Resources, Kimberly Conley announced that PAB member David Dubois has requested to attend the meeting remotely. Director of Human Resources, Kimberly Conley asked that PAB member David Dubois if it was reasonably impractical for him to attend the meeting in person. PAB Member David Dubois replied yes and explained that he had a family conflict. PAB Member David Dubois stated that there were no other people in the room where he is remotely connected.

Meeting adjourned at 6:22pm.