

**PERSONNEL COMMITTEE MEETING**

Thursday, March 20, 2014

**MINUTES**

The Personnel Committee meeting was called to order by Chairperson Geoff Banta at 10:30 a.m. on Thursday, January 16, 2014 in Room 309 of the Courthouse Annex.

Members Present: Chairman Banta, Will Beitlich, Dennis Brault, Frank Easterday, Ralph Hicks

Members Absent:

Others in attendance: Linda Kica, Phil Hewitt, Ole Yttri

1. Call to order, Geoff Banta, Chair presiding.
2. Affirmation of proper public notice of meeting.
3. Approve meeting minutes January 16, 2014  
**Motion by Brault, second by Easterday, to approve minutes. Vote unanimous. Motion approved.**
4. Review and approval of New Positions  
**None**
5. Review and approval of Replacement Positions  
**None.**
6. Review and approval of Social Media Policy
7. **Motion by Beitlich, second by Hicks to approve policy. Vote unanimous. Motion approved.**
8. Update on new performance evaluation policy  
**Motion by Brault, second Hicks to approve new evaluation process. Vote unanimous. Motion approved.**
9. Update on Highway Occupational Wellness Test.  
**Highway Commissioner Phil Hewitt discussed the implementation of an occupational wellness test for highway workers.**
10. Implementation of new hire drug/alcohol screen.  
**Personnel Coordinator Linda Kica discussed implementation of drug/alcohol screen for new hires.**
11. Staff Update
12. Confirmation of next meeting date(s).
13. Adjourn.  
**Motion by Beitlich, second by Easterday to adjourn. Vote unanimous. Motion approved.**