

Palmetto City Commission
November 3, 2008 4:00 p.m.

Elected Officials Present:

Larry Bustle, Mayor
Tambra Varnadore, Vice Mayor
Tamara Cornwell, Commissioner
Mary Lancaster, Commissioner
Brian Williams, Commissioner

Elected Officials Absent:

Eric Ball, Commissioner

Staff Present:

James R. Freeman, City Clerk
Michele Hall, City Attorney
Chris Lukowiak, Public Works Director
Chief Garry Lowe
Tanya Lukowiak, CRA Executive Director
Bob Schmitt, City Planner
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 4:05 pm. A moment of silence was observed for our military men and women, followed by the Pledge of Allegiance.

1. AGENDA APPROVAL

MOTION: Mr. Williams moved and Mrs. Lancaster seconded to approve the November 3, 2008 4:00 pm agenda.

Mr. Freeman confirmed that the Regatta Pointe Sublease Amendment #2 is on the 7:00 pm agenda for discussion only. He also informed Commission that counsel for Mr. Van Der Noord will attend the 7:00 meeting.

Chief Lowe requested that a Memorandum of Understanding outlining the mission of the Presidential Inauguration Task Force and defining the Palmetto Police Department's participation while at the inauguration be added to the agenda. Commission directed that the item be placed on the 7:00 agenda.

Motion on the floor carried 4-0.

2. DISCUSSION: BACKGROUND CHECKS

Commission reviewed the proposed Background Check Policy and made the following changes.

1. PURPOSE AND INTENT

Amended to apply the policy to the City of Palmetto Police Department.

3. DIRECTION

Amended to allow review of background checks by the appropriate Department Head. Procedures of what will happen in the event a negative background check is received must also be included in the policy.

4. METHOD OF OPERATION

Language will be added to allow for an employee who is unable to report within the stated two day self reporting timeline.

Discussion ensued on employees self reporting an arrest vs. conviction of a crime. Mr. Freeman confirmed the Personnel Policy contains requirement for self reporting drug and/or alcohol arrests. Language will be added to cross reference the existing self reporting edict in the Personnel Policy. Staff was directed to look at standard procedures of other municipalities concerning self reporting beyond drugs and/or alcohol.

Commission discussed including candidates and elected officials, due to their prior discussion that elected officials should be held to the same standards as employees. Commission did not amend the policy to include candidates or elected officials.

5. GUIDELINES

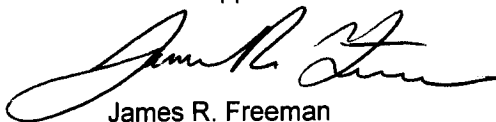
Sections A and B will be amended to include language concerning the suspension of an employee without pay pending a pre-termination hearing, pursuant to the Personnel Policy. The same language will be added to the final disclosure at the end of the policy.

Discussion ensued on the identification of positions that involve close contact with private property, children, or individual members of the public. Mayor Bustle suggested listing all positions, including appropriate language as a "catch all".

In addition to the listed amendments, Commission directed that the policy 1) contain a definition of Level 1 and Level 2 testing and 2) that language be added where Level 2 testing may be necessary. Staff was asked to determine what level of background testing we currently perform and to supply a list of individuals who are bonded and whether or not those individuals underwent background testing when bonded.

Meeting adjourned at 5:05 pm.

Minutes approved: November 17, 2008



James R. Freeman
City Clerk