

**DRAFT**  
**CITY COMMISSION WORKSHOP**  
**June 21, 2010**

Elected Officials Present

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Vice Mayor, Commissioner-at-Large 2  
Alan Zirkelbach, Commissioner-at-Large 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Elected Officials Absent

Mary Lancaster, Commissioner, Ward 1

Staff Present:

Jim Freeman, City Clerk  
Garry Lowe, Chief of Police  
Scott Rudacille, Chief Assistant City Attorney  
Allen Tusing, Director of Public Works  
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the meeting to order at 4:32 pm, followed by a Moment of Silence and the Pledge of Allegiance.

1. PERSONNEL POLICY

Review continued from June 14, 2010, with amendments to the Personnel Policy as follows:

Section 2.03

F. Add language that documentation will be placed in a personnel file than an employee who elects to resign vs. being terminated is not eligible for rehire for ten years. (The attorney will research proper due process.)

Section 2.05.02

Discussion ensued on when a new probation period begins. Language will be added to allow for the credit of hours worked in a temporary position toward a probationary period.

Section 2.06

Amend the last paragraph to add "approved" current evaluation system.

Section 2.07

Amend to add that "reasonable effort" will be made to transfer an employee.

Section 2.09

Delete the hiring official appointment language that was taken from the statutes.

Relative: Add "Or may inure to the benefit of a relative as defined." and add the same language to conflict provisions later in the document; establish a procedure for disclosure of relatives.

In the paragraph discussing marriage between two employees, add "If no decision is made by the parties involved, the department head, or in the case of a department head then the mayor, will make that decision based on a combination of seniority, performance and the nature of the job.

Section 2.10

Add language that employees must announce their intent to run for an outside elected office to the mayor. Look also at Section 4.04 to ensure that an outside elected office would be considered outside employment and would require approval from the mayor.

Section 4.01

Take out references to elected officials, as they are governed by a separate Code of Ethics. Legal will review and redraft language as necessary.

E. Define family

Section 4.04

Include notice provision for announcement of declared intent to run for office and acquire mayoral approval prior to running for office. Add language that reasonable approval may not be withheld. If the mayor is running for an elected seat and there is a conflict, then approval must be granted by the vice mayor. Commission will hear appeals to approval that is denied by the mayor and/or vice mayor.

Section 4.05

Add language of what an employee's redress is when verbally attacked outside their work environment.

The continued review will begin on page 22.

Meeting adjourned at 6:00 pm.

Minutes approved:

James R. Freeman  
City Clerk