

# Personnel and Finance Committee (PFC) Meeting

Monroe City Council

*Date / time* 8/23/2018 6:00 PM | *Location* Monroe City Hall

Meeting called by	Harry Myers	Attendees: Cindy Canter, Frank Thayer, Harry Myers, Paul Canter, Rick Hohnbaum Guests: Open to public
Type of meeting	Council Committee	
Facilitator	Rick Hohnbaum	
Note taker	TBD at meeting	
Timekeeper	TBD at meeting	

## Agenda Items

New Business	Presenter	Time allotted
<input type="checkbox"/> Discussions with insurance carrier over costs, especially increases in workers comp coverage	Rick Hohnbaum	30 minutes
<input type="checkbox"/> Review Draft Audit	Rick Hohnbaum	5 minutes
<input type="checkbox"/> Outline selection process for filling the Administration Assistant position (37 applications received) <ul style="list-style-type: none"><li>• Who should do the interviews</li></ul>	Rick Hohnbaum	15 minutes
<input type="checkbox"/> Review COLA recommendation for next full council meeting.	Rick Hohnbaum	5 minutes
<input type="checkbox"/> Review Social Media Policy and recommendation for next full council meeting	Rick Hohnbaum	5 minutes
<input type="checkbox"/> Review Personnel Hierarchy, reasons for hierarchy structure as recommended; Employee evaluation processes; correctional policies for performance issues and/or policy violations; Complaint / Grievance policies.	Rick Hohnbaum	30 minutes

## Other Information

Observers:

Resources: City Library conference room, City Mayor, City Admin, PFC members

Special notes: