

AGENDA
PERSONNEL COMMITTEE
Tuesday, June 20, 2023 – 11:00 a.m.

- 1) Call to Order
- 2) Roll Call
- 3) Public Comments- All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
- 4) Retirement of Mark McLaughlin
 - a. Review the retirement notice letter submitted by Mark McLaughlin, whose last date of employment will be July 31, 2023
 - A motion is needed to approve, table or deny accepting the retirement letter of Mark McLaughlin, effective July 31, 2023 and notifying Girard to begin pension calculations
- 5) Lead Tree Department Position
 - a. Only one existing employee, Greg Shearer, has submitted a letter of interest for the Lead Tree Department position
 - b. Review and discuss Greg's suitability for the position
 - A motion is needed to approve, table or deny promoting Greg Shearer to the Lead Tree Department position, subject to a 90-day probationary period
- 6) Lead Public Works Department Position
 - a. Review and discuss external the Public Works Department Lead external candidates
 - b. Review and discuss Public Works Department Lead internal candidates
- 7) Executive Session- Personnel Matters
- 8) Old Business- Any agenda items being proposed for discussion that are not listed under the "Old Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
 - a. Provide an overview of employee appreciation picnic that occurred May 23, 2023
 - b. Provide an overview of the Anti-Harassment and Anti-Bullying Training that occurred June 14, 2023
 - c. Provide an update on the hiring of the Public Works Maintenance Worker Position
 - d. Provide an update on the employee handbook process
- 9) New Business- Any agenda items being proposed for discussion that are not listed under the "New Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 10) Adjourn