

Minutes of the Personnel Board Public Hearing  
March 19, 2015  
Town Hall Meeting Room

Members present: Victor Normand, Diana Harte, Jennifer Holmes, Alice von Loescke, Stu Sklar  
Staff present: Marie Sobalvarro  
Park and Rec representatives present: Wyona Lynch McWhite, Steve Vickerson  
No audience members were present.

The meeting was called to order at 7:30 p.m. by Victor Normand

I. No minutes from 2/26/15 were available to review; this item will be covered at the next Personnel Board meeting.

II. Public Communication: None

III. Review of materials relating to Park and Rec's beach staff stipend rates and modifications to the Beach Director job description.

Wyona presented an overview of Park and Rec's interest in modifying the Beach Director position, and Board members reviewed the modified position which had been approved on 3/18/15 by the Park and Rec committee.

Marie presented a historical overview of the changes and variance across beach staff stipend rates, and encouraged the Personnel Board to codify the rates mapped to positions based on certifications/job qualifications.

A discussion ensued regarding the optimal number of stipend (hourly wage) categories. Park and Rec will take the historical overview, discuss at their next meeting, and return a draft to the Personnel Board regarding proposed stipend categorization and rates.

The modifications to the Beach Director position (transitioning from the 2012 operational description to the 2014 task-oriented description) were discussed by the Personnel Board with input from Steve V and Wyona. The Personnel Board in general believed that the proposed Beach Director description better clarified the roles and responsibilities of the Beach Director.

Victor asked Park & Rec whether the scope and responsibilities of the Beach Director position in the 2014 Job Description differed and expanded the scope and responsibilities of the existing 2012-Personnel Board approved Job Description. Wyona and Steve V said that they remained the same.

Stu moved to accept the new Beach Director job description, Diana seconded, at the same grade (VI) as the 2012 Beach Director position. (5-0)

The next meeting of the Personnel Board will be on Wednesday, April 8th at 7:30 p.m., and Park and Rec will be presenting their proposed stipend/categorization mapping.

Move to adjourn (5-0) at 8:25 p.m.