



## **Personnel Board Meeting Minutes**

**Tuesday, January 12<sup>th</sup>, 2016**

**Joplin City Hall**

**602 S. Main**

**Room 106, 1<sup>st</sup> Floor Conference Room**

**2:00 p.m.**

### **I. Roll Call**

Todd Hawkins –Present

Jeff Yarnall- Present

Melissa Rodgers-Present

Kerri Brooks- Present

Sherry Surface-Present

A quorum of members was present.

City Staff Present: David Allgood, Human Resources Director; Sam Anselm, Assistant City Manager; Lauren Oney-Stadler, Human Resources Assistant, recorder of minutes. Lynden Lawson; Asst. Director of Public Works, Jeff Stephenson; WW Pretreatment Inspector, Scott Garrie; Parks Director, Paul Bloomberg; Asst. Parks Director.

Motion entertained to excuse absent members. All members in favor, absent members excused.

### **II. Approval of Minutes from Previous Meeting**

### **III. Unfinished Business**

None.

### **IV. New Business**

Lynden Lawson and Jeff Stephenson discussed the need for an additional WW Pretreatment Technician position and the responsibilities that would fall under that position throughout the city. The personnel board approved the position. Dave then moved into the updating of job descriptions for the Parks and Recreations

department. Scott Garrie first talked about the change in title from supervisor to superintendent for the cemetery, golf and parks department and the need to make those changes due to the additional facilities coming into Joplin and the upkeep of those facilities as well as the facilities they already maintain. Scott then explained the reasoning for the Business Development manager and the revenues that are coming in from various areas of the athletic complex and park and the need for someone to manage all of those revenues and various programs.

The board then approved the restructuring of the parks department. Parks Superintendent was then approved unanimously. Scott then spoke with the board about the cemeteries position and the specialty knowledge for that area. He discussed the different cemeteries the city of Joplin owns and maintains. Questions were asked regarding the space of the cemeteries by someone on the board and Scott addressed the questions and let the board know the space available in each of the cemeteries. The board then approved the Cemeteries Superintendent. The board then moved on to discussion of the Athletics Facility Superintendent. Scott explained that this position is activities based and where a lot of revenue comes through. He also explained that this employee has a lot of turf knowledge. It was explained that this was a reclassification and that a raise would come from this approved position reclassification. The board then approved the Athletics Facility Superintendent position. Scott then moved on to speak about the Business Development Manager. He explained that it would create more value and that the position will help them analyze trends coming and going and help bridge a gap between the parks/athletic department and then business community. The board approved the Business Development Manager position. The meeting moved on to the reclassification of the senior clerk position to an accounting specialist position within the parks department. Scott explained that they have numerous areas of the parks department that take cash, credit cards, online payment etc. and that the position handles a lot of cash flow. He explains that they need to be able to hold someone accountable for all money that comes through. The board approved the reclassification of senior clerk to accounting specialist.

#### **V. Other Business**

None.

#### **VI. Adjournment**

With no further business before The Board, the Chair entertained a motion to adjourn, with a first and second and all members present in agreement, the Personnel Board meeting was adjourned.

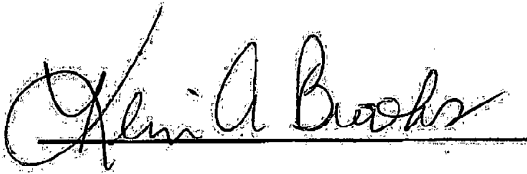
**Personnel Board Minutes**



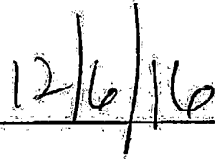
Chairperson of the City of Joplin Personnel Board, do hereby

certify that these minutes of January 12<sup>th</sup>, 2016 have been voted on by Committee and approved. The

minutes will be presented to the City Clerk's Office as approved to be the official record.



Chairperson Signature



Date

Transcribed and submitted for the record by:

\_\_\_\_\_  
Human Resources Assistant

\_\_\_\_\_  
Date