

minutes

Personnel Subcommittee		
5.24.2019	9:34am -10:46am	Plaza Del Sol, Basement Hearing Rm. Abq, NM
Meeting called by	Galloway	
Type of meeting	Personnel	
Facilitator	Katrina	
Note taker	Katrina	
Timekeeper	Katrina	
Attendees	Chair Chantal Galloway, Leonard Waites, and Joanne Fine	
Approval of the Agenda		
	Galloway	
Discussion	Member Fine suggested to amend the Personnel agenda.	
Conclusions	Motion by Member Fine to approve the agenda with the following change of moving agenda item VI.	
	Review survey monkey results for Executive Director into close session Item VIII. Second by Chair Galloway	
Action Items	Person Responsible	Deadline
Progressive disciplinary action policy		
	Galloway	
Discussion	Chair Galloway advised that the Board's Attorney is talking with City HR if this policy can be implemented	
Conclusions	Chair Galloway motioned to table progressive disciplinary action policy until next month's meeting.	
	Second by Member Fine.	
Action Items	Person Responsible	Deadline
CPOA and Board development/coaching		
	Galloway	
Discussion	Subcommittee discussed potential facilitators between CPOA and the Board.	
Conclusions	Motion by Chair Galloway that if Member Fine is able to find that no cost will be charged to use the United Way Center of Non-profit facilitator Personnel will make a recommendation to the full board. Member Waites second the Motion	

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Close session for Personnel matters		
	Galloway	
Discussion	Chair Galloway did a roll call vote to go into a closed executive session for meeting with counsel re: Personnel Issues and Closed Discussion to discuss Possible Action re: Personnel Issues a. limited personnel matters pursuant to NMSA 1978 Section 10-15-1(H)(2) at 9:57 am, the Personnel Subcommittee went into an executive session.	
Conclusions	The Personnel Subcommittee came out of an executive session at 10:54am. A motion was made by Chair Galloway to come out of an executive session and return to normal business. Member Fine second the motion. Roll call Vote by Chair Galloway.	
Other Business		
	Galloway	
Discussion	Member Fine advised she is resigning from the Personnel Subcommittee.	
Conclusions	Motion by Member Fine to complete Executive Director's evaluation before resigning from Personnel To be in compliance with the ordinance. Chair Galloway second the motion. Chair Galloway also mentioned that Member Kass Expressed an interest in being a member of the Personnel Subcommittee.	
	Next meeting June 28, 2019 at 9:30am	

minutes

APPROVED:


Chantal Galloway, Chair
Personnel Subcommittee

8/23/2019
Date

CC: Julian Moya, City Council Staff
Katy Duhigg, City Clerk
Klarissa Pena, City Council President (via email)

Minutes drafted and submitted by:
Katrina Sigala, Senior Administrative Assistant