

Minutes of Perrysburg Personnel Committee

Meeting Held June 27, 2023

CALL TO ORDER - 5:00 PM

The meeting was called to order at 5:00 p.m. by Chairperson Cory Kuhlman.

ROLL CALL

Committee Members present were Cory Kuhlman and Kevin Fuller. Committee Member Tim McCarthy was not present. Also present were Kelly Chalfant, Human Resources Manager, Tim Effler, Law Director, and Chyna Fifer, Prosecutor.

CITIZEN'S CONCERNS

None.

APPROVAL OF 05/23/2023 MEETING MINUTES

There being no objections, the minutes of the May 23, 2023 meeting were approved 2-0.

IT REORGANIZATION

Mr. Effler explained there are seven job descriptions in front of the committee: Information Technology Manager, GIS/Software Administrator, GIS/Software Engineer, GIS/Software Technician, Hardware/Network/Operations Administrator, Hardware/Operations Engineer, and Hardware/Operations Technician. IT has realized that they were running into issues with growth. Mr. Effler stated that they worked with Nathan and Gary to put these together. He added that there will be four total employees in that department and this just gives them the ability for growth. Adding these positions does not necessitate filling these positions.

Mr. Fuller asked about any major changes. Mr. Effler stated that the biggest change is adding positions on the hardware side as well and not just the software side. Mr. Fuller asked about open positions. Ms. Chalfant stated that they recently interviewed a candidate for the GIS Technician position and have not made an offer at this point. There being no objections, this is being recommended 2-0 to City Council.

AMENDMENT TO PERRYSBURG CODIFIED ORDINANCE 266.15-2

Mr. Effler stated this is an initial cleanup to coincide with the code and charter. Mr. Kuhlman asked if any positions got moved around. Mr. Effler explained that the only position moved was the Tax Administrator from Band D to Band C. Mr. Kuhlman noted that the Assistant Prosecutor is down two pay bands and questioned if they should be in Band C. Mr. Effler responded that they could take a look at that. There being no objections, this is being recommended 2-0 to City Council.

EXECUTIVE SESSION DISCUSSING EMPLOYEE COMPENSATION

Mr. Kuhlman made a motion to enter Executive Session to discuss Employee Compensation with Ms. Fifer. Seconded by Mr. Fuller.

The Committee entered Executive Session at 5:10 p.m.

Mr. Kuhlman made a motion to return from Executive Session. Seconded Mr. Fuller.

The Committee returned from Executive Session at 6:09 p.m.

OTHER BUSINESS

There being no further business, the meeting adjourned at 6:09 p.m.

Respectfully submitted,

Cory Kuhlman, Chairperson
Personnel Committee

Next meeting: Tuesday, July 25, 2023 at 5:00 p.m.