

CITY OF FAIRHOPE

Personnel Board Meeting  
7:00am - June 3, 2019  
161 N Section Street  
Fairhope, AL 36532

**Present were:**

Members: Diane Thomas, Chairman, Board Members Rob Stankoski, Genie Frazer and John Manelos. Mayor Karin Wilson; Leslie Green, Human Resources Manager; Councilman Kevin Boone; Kim Creech, City Treasurer; Richard Peterson, Director of Utilities.

The meeting was called to order at 7:00 am.

At the request of Mayor Wilson, representatives from Cobbs Allen, a health insurance brokerage and consulting firm (based in Birmingham, AL) made a presentation on their services for possible future consideration as a broker for The City of Fairhope's employee health insurance plan. Their presentation lasted approximately 45 minutes wherein they described their services and strategy for helping clients manage health care costs. Their representatives also described the services they provide on human resource consulting, at no additional cost to their clients.

The board received a request to review a recommendation by Mayor Wilson for the creation of three new job positions in the Community Development Department. As described by Mayor Wilson, this would replace the Economic and Community Development Directors position, recently vacated by Sherry-Lea Boto. Mayor Wilson described the responsibilities of the proposed new positions and the importance of having these roles filled as soon as possible. Leslie Green provided Board members with market comps she had obtained from nearby municipalities. Board Chairman Thomas stated that the Board would need some time to evaluate this newly provided information prior to making a recommendation. The Board agreed to meet the following date in a Special Called Meeting to accommodate Mayor Wilson's request to have a recommendation from the Board prior to the next City Council Meeting.

Mayor Wilson requested the Board review an issue involving the employment contract of a city employee. This issue was tabled until the aforementioned Special Called Meeting as there was not adequate time left in the meeting for proper review and it was requested that the employee be available to the board for further query.

Mayor Wilson requested that the Board review a proposal by Auburn University's Government and Economic Development Institute to develop and update the City's job descriptions, classifications and pay plans. Also proposed was the development of a performance appraisal system for city employees. Diane Thomas informed Mayor Wilson that the Board would take this matter under review at a future Board meeting.

A motion was made and second to adjourn

Respectfully,

John Manelos