

**KenCom Personnel Committee Meeting Minutes  
Held, May 17<sup>th</sup>, 2018  
8:04 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Larry Nelson	Member At Large	X	
Greg Witek	Little Rock Fox Fire District		X
Josh Flanders	Oswego Fire District	X	
James Jensen	Oswego Police Department	X	
Mike Hitzemann	Bristol Kendall Fire District		X

Others Present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant.

James Jensen called the meeting to order and requested a roll call of the membership. A roll call was taken with three of the five member’s present creating the necessary quorum for voting purposes.

Jensen called for a motion to approve the agenda as submitted. Nelson made the motion, seconded by Flanders. Discussion. All members present voting aye. Motion carried.

Public Comments: None

Correspondence: Bergeron forwarded a resume she received from Jack Westphall for the Director or Assistant Director position if either were to become available. The resume will be kept on file.

Closed Session Minutes – Nelson made a motion to approve the January 18<sup>th</sup>, 2018 closed session minutes but do not release, seconded by Flanders. All members present voting aye. Motion carried.

Consent Agenda – Jensen asked for a motion to approve the Consent Agenda. Nelson made the motion, seconded by Flanders, to approve the Consent Agenda as follows: Approval of the January 18<sup>th</sup>, 2018 Personnel Committee Minutes. All members present voting aye. Motion carried.

Jensen called for Old Business:  
Review of Employee Handbook – None

Other Old Business – Bergeron handed out the salary comparisons they obtained, as requested, for review by the committee. Discussion ensued

Nelson called for New Business:  
Closed Session Semi Annual Review – Nelson made a motion for the closed session meeting minutes to remain closed, seconded by Flanders. All members present voting aye. Motion carried.

Other Business from the Floor – Bergeron noted that Mike Hitzmann has retired and his position needs to be replaced on the Personnel Committee. Discussion ensued.

Closed Session – None

Jensen stated the next Personnel Committee is Thursday, June 21<sup>st</sup>, 2018 at 8:00 a.m. Nelson made a motion to adjourn the meeting, seconded by Flanders. All members present voted aye. Meeting adjourned at 8:26 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary