

## **PERSONNEL COMMITTEE MEETING MINUTES**

Date: October 12, 2021

Time: 5:00 p.m.

### **Call to Order**

Josh Short called the meeting to order at 5:00 p.m.

### **Roll Call**

Members present: Chastity Mays, Josh Short, Jill Shelton

Members absent: Kris Lundquist

Others present: Jill Trevino

### **Public Comment**

None

### **Approval of Minutes**

Chastity Mays motioned to approve the September 7, 2021, minutes. Jill Shelton seconded. Motion carried.

### **Unfinished Business**

None

### **New Business**

#### Review Personal Social Media and Online Communications Policy Member Comments from the IHLS Website

Jill Trevino showed the committee that there were no online comments from member library staff on the Personal Social Media and Online Communications Policy.

#### Review Legal Updates for the Employee Handbook

Committee reviewed a set of legal updates for the IHLS employee handbook. The changes were not initiated by IHLS staff and reflect changes in state and federal legislation. As work on updating the handbook continues, the committee will review these types of changes. When the project is completed, the board will have an opportunity to consider these changes in the context of the entire document.

#### COVID-19 Testing/Vaccination Procedure and IHLS Staff

Jill Trevino updated the committee on how the first round of Covid-19 testing for unvaccinated staff was handled and shared steps staff have taken to reduce the risk of transmission of the COVID-19 virus.

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**IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!**

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**Public Comment**

None

**Announcements**

None

**Adjournment**

Jill Shelton motioned to adjourn. Chastity Mays seconded. Meeting adjourned at 5:07 p.m.