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## PERSONNEL COMMITTEE MEETING MINUTES

Date: November 2, 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

Members absent: Kris Lundquist

Others present: Jill Trevino

### Public Comment

None

### Approval of Minutes

Josh Short motioned to approve the amended October 12, 2021, minutes. Chastity Mays seconded. Motion carried.

### Unfinished Business

None

### New Business

#### 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 second round of Covid-19 testing for unvaccinated staff was handled and shared that all new hires from September to present have been fully vaccinated.

### Public Comment

None

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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**Announcements**

None

**Adjournment**

Chastity Mays motioned to adjourn. Josh Short seconded. Meeting adjourned at 5:17 p.m.