Employee Relations Team Minutes
08.15.23

Meeting Facilitator: Felicia Rouse

Roll Call:

☑ Rebecca Steinmetz, Chair	☑ Cheryl Cummins	☑ Rob Lucas
☑ Amanda Hannan, Secretary	☑ Evelyn Davis	Lydia Dover
Mandy Palmer	Becky Hawes	☑ Daniel Kineman
Beth Crowe	☑ Gabriel Nuokye	Don Koch
☑ Judith Dollins	☑ Rebecca Wilson	John Sparks

Agenda Items:

I. **Call to Order 10:03**

II. **July 2023 Minutes** were approved with a motion made by Rebecca Wilson and a second by Evelyn Davis.

III. **Additions to Agenda** - no new additions

IV. **Update on Policies & Procedures** - Remains tabled until template accepted and distributed (holding on agenda)
   a. Umbrella Policy
   b. Vacation/Sick Policy
   c. Transfer-Transition Plan Procedure Review

V. **Discussion**
   a. Congratulations to Mandy Hannan, recipient of August 2023 Fiscal Stewardship award
   b. Worked collaboratively on the November 2023 Employee Excellence Award – Loyalty and Pride, with key points of demonstrated dedication, active involvement and engagement, and continuous self-improvement.
   c. Completed the December 2023 Employee Excellence Award criteria for Problem Solving and Initiative.
   d. Discussed future meeting points of discussion - Holiday Party

VI. Adjournment motion made by Becky Hawes, seconded by Gabriel Nuokye.
Next Meeting: September 19, 2023 in the River Room