



**CITY OF SCOTTSDALE
PERSONNEL BOARD MEETING**

REGULAR MEETING MINUTES

Monday, January 25, 2021

Meeting Held Electronically

PRESENT

Board Members: Jeffrey Skoglund, Vice-Chair
Bruce Washburn
Barbara Burns

Staff: Janice Bladine, Board Legal Counsel
Autumn Asmus, Staff Coordinator

CALL TO ORDER

Vice-Chair Skoglund called the meeting to order at 6:00 p.m.

ROLL CALL

Members present as listed above.

1. ELECTION OF CHAIR AND VICE-CHAIR

Board Members each introduced themselves and discussed their background and interest in being a member of the Board.

Vice-Chair Skoglund declined being considered for the position of Chair, because his term expires in December.

BOARD MEMBER BURNS NOMINATED BRUCE WASHBURN FOR THE POSITION OF CHAIRPERSON OF THE PERSONNEL BOARD. VICE-CHAIR SKOGLIND SECONDED THE NOMINATION, WHICH CARRIED THREE (3) TO ZERO (0). VICE-CHAIR SKOGLIND, BOARD MEMBERS BURNS AND WASHBURN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

BOARD MEMBER BURNS NOMINATED JEFFREY SKOGLIND FOR THE POSITION OF VICE CHAIRPERSON OF THE PERSONNEL BOARD. CHAIR WASHBURN SECONDED THE NOMINATION, WHICH CARRIED THREE (3) TO ZERO (0). CHAIR WASHBURN, VICE-CHAIR SKOGLIND, AND BOARD MEMBER BURNS VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

2. APPROVAL OF MINUTES OF PUBLIC MEETING CONDUCTED ON OCTOBER 20, 21, 22 & 27, 2020

Board Member Burns said that she would be abstaining from voting on the minutes, because she did not have an opportunity to review them. During the meeting, she discovered they were sent to her junk email.

VICE-CHAIR SKOGLIND MOVED TO APPROVE THE MINUTES OF THE PUBLIC MEETING CONDUCTED ON OCTOBER 20, 21, 22, AND 27, 2020. CHAIR WASHBURN SECONDED THE MOTION, WHICH CARRIED TWO (2) TO ZERO (0). CHAIR WASHBURN AND VICE-CHAIR SKOGLIND VOTED IN THE AFFIRMATIVE. BOARD MEMBER BURNS ABSTAINED.

3. REVIEW BOARD RULES AND BYLAWS

Vice-Chair Skoglund briefly reviewed the Board rules and bylaws, highlighting the authority of the Personnel Board, Arizona Open Meeting Law, and definitions.

Chair Washburn asked for clarification on paragraph 1.2, regarding who conducts the meeting in the chairperson's absence; 2.2, regarding the Board receiving a list of exhibits and witnesses; 2.3, subpoena power; and paragraph 2.7, time limits for filing pre-hearing motions and responses.

Vice-Chair Skoglund said that it is his understanding that the vice chair acts as the chairperson's designee in his absence. He noted that in his experience, the Board has been provided with a list of witnesses well in advance of hearings.

Janice Bladine, Board Legal Counsel, suggested that more detailed review and clarification of the Board's rules and bylaws be agendaized for a future meeting.

4. FUTURE AGENDA ITEMS

Future agenda items will include:

- A detailed review of suggested amendments to the bylaws

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting

adjourned at 6:23 p.m.

CHAIR WASHBURN MOVED TO ADJOURN THE MEETING. BOARD MEMBER BURNS SECONDED THE MOTION, WHICH CARRIED THREE (3) TO ZERO (0). CHAIR WASHBURN, VICE-CHAIR SKOGLIND, AND BOARD MEMBER BURNS VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

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