



CITY OF TOOL PERSONNEL POLICY WORKSHOP MEETING

November 09th 2010 @ 1:30 P. M. at the Oran White Civic Center

Minutes

The Tool City Council "City of Tool Personnel Policy" workshop meeting was called to order at 1.30 pm. Present were Council Members Williams, Phillips, Candage, and Wright. Quorum was established with Mayor Black presiding.

ITEM 1: General discussion of City of Tool Personnel Policy: Mayor Black opened discussion stating the need to bring our current policy into today's time. Topics mentioned were: wording in the overtime section; protocol for calling in late or to be absent from work; merit raises; and employee evaluations. Mayor Black then directed Council and Department Heads to review the Personnel Policy and referred suggested changes to the City Secretary's office. A future workshop is to be scheduled to discuss possible changes.

Motion to Adjourn was made by Councilman Phillips, second by Councilman Williams. Motion passed 4-0 at 1:44 pm.