

ECLC Work Force Committee

Minutes

Dec. 4, 2019

12:00 p.m.

Members Present

Jessica Crome-Board

Loren Fitzgerald -Member

Jessica Homolka -Member

Meghan Goding-Assistant Director

Roger Pearson, Consultant

Katie Kemke-guest

Discussion

- Employee Handbook revisions: The committee reviewed the suggested revisions to the Employee Handbook. Meghan will incorporate those changes for additional review at the Dec. 11 committee meeting.
- Roger presented a draft document of a personnel evaluation/assessment. The concept for this model is to identify 5 key characteristics that are common in Outstanding People and then allow employees to provide feedback to each other as to the employee's behaviors for each characteristic.
- **The committee recommends to the board: To review the model and then decide to incorporate the model as a beginning step in an organizational employee assessment/evaluation system.**

Next Meeting: Dec. 11, 2019- 12:00 Noon