



**City of Cottonwood  
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Wednesday, April 9, 2018 in the City of Cottonwood City Hall Conference Room, 827 N. Main Street.

<b><u>Board Members</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Tosca Henry – Council Representative	X	
Paul Anderson – Citizen at Large	X	
Sandra Salas– Employee	X	
Rick Contreras - Employee	X	
Jim Wixom – Employee	X	
Amanda Wilber –Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order by Jim Wixom at 9:00 AM.
- II. Roll Call – All members were in attendance.
- III. Call to the Public – There was no one from the public present.
- IV. Approval of Minutes from Previous Board Meeting - The board reviewed the minutes from the January 24, 2018 meeting. Motion to approve was made by Rick Contreras and seconded by Sandra Salas. Motion carried unanimously.
- V. Discuss Appointment of Personnel Board Chair- The board discussed and nominated Rick Contreras to be the new Personnel Board Chair. Rick accepted and is now the Chair for the remainder of the year.
- VI. Review Nominations for Employee of the Year, 2017. Seven individuals were nominated:
  - Helen Bartels, nominated by Rudy Rodrigues
  - Jeff Boyd, nominated by Mike Kuykendall
  - Tyler Dietel, nominated by Melanie Corsette
  - Gregory Emmanuel, nominated by John Carter
  - Al Hilberger, nominated by Trevor Faust
  - Kyle Smith, nominated by Joyce Read
  - Jim Wixom, nominated by Javier Anguiano

As Jim is a board member and nominated, he left the room during the discussion and decision of the Employee of the Year.

It was a difficult decision with much debate over the very qualified nominations. Many of the board members had multiple top selections and various reasons for each of the employees nominated. In the end, it was decided Jim’s quiet leadership over the many years of employment with the City has earned him this award. Jim will be awarded with the Employee of the Year, 2017.

After the decision was made, Jim was brought back into the room and the decision of the Employee of the Year was not discussed with him as this award is given at the Annual Employee and Volunteer appreciation Event.

VII. Review Nominations and Select Employee of the 1st Quarter, 2018. Three individuals were nominated:

- Chris Dowell, nominated by Monica Kuhlt
- Joyce Read, nominated by Dina Dantowitz
- Doug Reddell, nominated by Steve Hensyel

After discussing, it was decided that Joyce Read would be awarded the employee of the 1<sup>st</sup> Quarter, 2018.

VIII. Adjournment – Sandra Salas motioned to adjourn; seconded by Paul Anderson at 9:28 AM.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary