



**City of Cottonwood
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Friday, April 12, 2019 in the City of Cottonwood City Hall Conference Room, 827 N. Main Street.

Board Members

Present

Absent

Michael Matthews – Council Representative	X	
Dave Meyers – Citizen at Large	X	
Joyce Oswald – Citizen at Large	X	
Debbie Breitkreutz– Employee	X	
Rick Contreras - Employee	X	
Mark Mann – Employee	X	
Amanda Wilber –Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order by Rick Contreras at 8:03 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 3, 2019 meeting. Motion to approve was made by Joyce Oswald and seconded by Michael Matthews. Motion carried unanimously.
- V. Select and Appoint Chair and Vice Chair

Mark Mann was nominated by Rick Contreras and seconded by Joyce Oswald. The motion carried and Mark Mann was appointed Chair. Debbie Breitkreutz nominated Dave Meyers as Vice Chair and Rick Contreras seconded, appointing Dave Meyers as Vice Chair.
- VI. Review Nominations for Employee of the Year, 2018. Five individuals were nominated:
 - Jeff Cook, nominated by Rudy Rodriguez
 - Tommy Mestas, nominated by Lynn Riordan
 - Chris Norwood, nominated by Debbie Breitkreutz
 - AJ Purinton, nominated by Alex Lewis
 - AJ Purinton, nominated by Mike Kuykendall
 - AJ Purinton, nominated by Rick Contreras
 - Jak Teel, nominated by Trevor Faust

Five out of the six members present had the same top candidate. In the end, it was decided AJ Purinton's ability and willingness to go above and beyond to build employees skills, especially in the area of electrical systems through his knowledge and contacts in the electrical field earned him the 2018 Employee of the Year award.

During this discussion, it was brought up that the Board wishes to discuss developing an outline for submissions at a future meeting to make submissions easier on employees.

- VII. Adjournment – Michael Matthews motioned to adjourn; seconded by Rick Contreras at 8:43 AM.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary