



Agenda Item Summary Sheet

Item No: **E-2**
Meeting Date: **June 16, 2021**

Item Title: Approval of updates to Personnel Policy - effective July 1, 2021

Item Summary:

After review by The Maps Group, attached please find the following amendments to the Personnel Policy for your consideration on June 16th:

- a. Article IV. Section 6 - Promotion
- b. Article IV. Section 8 - Pay for Temporary and Part-Time Work
- c. Article V. Section 10 - Probationary period of employment
- d. Article V. Section 11 - Promotion
- e. Article X. Section 8 - State 401K Deferred compensation plan

Number of Attachments: 5

Specific Action Requested:

Request Board approval of attached amendments to the Personnel Policy based on recommendations from Becky Veazey of The Maps Group.

Submitted By: Administrative Services

Date: June 10, 2021

Finance Officer Comment:

I will be available to discuss.

Signature: Amy Miller

Date: June 10, 2021

Town Attorney Comment:

N/A

Signature: John Leidy

Date: June 10, 2021

Town Manager Comment and/or Recommendation:

I concur with the recommended updates and will participate in the discussion.

Signature: Andy Garman

Date: June 10, 2021