

## ACTION AGENDA

REGULAR SESSION OF THE EMPLOYEE COUNCIL MEETING  
WEDNESDAY, May 12, 2021 AT 10:00 AM  
BISBEE POLICE DEPARTMENT, TRAINING ROOM, 1 AZ-92, BISBEE, ARIZONA

### ROLL CALL

Name:	Department:	Position:
<b>P</b> - Nina Williams	City Clerk's Office	Chair
<b>P</b> - Alison Williams	Library	Co-Chair
<b>P</b> - Joe Ward	Community Development	Department Representative
<b>P</b> - Raul Villasenor	Fire Dept.	Department Representative
<b>A</b> - Kevin Pacheco	Fire Dept.	Department Representative
<b>P</b> - Jay Ritchie	Police Dept.	Department Representative
<b>E</b> - Tim Cox	Police Dept.	Department Representative
<b>P</b> - Josh White	Public Works	Department Representative
<b>P</b> - Lorena Valdez	Public Works	Department Representative
<b>P</b> - Grace Wiggins	Finance	Department Representative
<b>P</b> - Eva Millspaugh	Queen Mine Tour	Department Representative
<b>P</b> - Joelle Landers	Personnel Director	Staff Liaison

### THE FOLLOWING ITEMS ARE FOR REVIEW AND DISCUSSION:

1. Review and Discussion of corrections and updates to the reviewed Proposed Policy Amendments:
  - 1 – Definitions
  - 2 – Appointment to City Position
  - 3 – Evaluation of Applicants
  - 4 – Basis for Appointment or Promotion

#### **INDIVIDUALLY REVIEWED AND DISCUSSED UPDATES TO THE PROPOSED POLICY AMENDMENTS.**

2. Review and Discussion of 2019 Proposed Policy Amendments:
  - 5 – Light Duty
  - 6 – Probation
  - 7 – Alternative Hiring
  - 8 – Volunteer

#### **INDIVIDUALLY REVIEWED AND DISCUSSED UPDATES TO THE PROPOSED POLICY AMENDMENTS.**

3. Discussion and Direction of the Step Plan working document.  
**DISCUSSED STEP PLAN WORKING DOCUMENT.**
4. Discussion and Direction of the current Longevity Pay compensation.  
**DISCUSSED LONGEVITY PAY WORKING DOCUMENT. DIRECTION TO STAFF LIASON TO PUT ASIDE DOCUMENT AND PRESENT TO COUNCIL A PROPOSED 1% INCREASE TO EACH LONGEVITY STEP, ADD A STEP FOR 3 YEARS AND A \$0.50 INCREASE TO THE HOURLY RATE UPON COMPLETION OF PROBATION PERIOD.**
5. Discussion and Direction of the Grade Plan and possible expansion of job descriptions.  
**DIRECTION TO STAFF LIASON TO WORK WITH INDIVIDUAL DEPARTMENT REPRESENTATIVES TO REVIEW AND ADD REMAINING, CURRENTLY UNFILLED, JOB DESCRIPTIONS.**
6. Follow up Review and Discussion of Wellness Funds from Blue Cross/Blue Shield.  
**DISCUSSION OF IDEAS AND SUGGESTIONS FOR USE OF THE \$10,00 IN WELLNESS FUNDS FROM BLUE CROSS/BLUE SHIELD OF AZ.**

### COMMENTS

Agenda items for next meeting.

- **BRING BACK POLICY AMMENDMENTS 5 – 8 FOR REVIEW WITH UPDATES REQUESTED.**
- **BRING POLICE AMENDMENTS 9-12 FOR REVIEW.**

ADJOURNMENT **11:18 AM**

**MOTION TO ADJOURN: ALISON WILLIAMS**

**SECOND: RAUL VILLASENOR**

**VOTE: UNANIMOUS**