



MONROE CITY COUNCIL
Finance & Human Resources Committee Meeting
Tuesday, March 12, 2019, 5:30 P.M.
Monroe City Hall

2019 Committee
Councilmembers
Patsy Cudaback
Jason Gamble
Kirk Scarboro

MINUTES

I. Call to Order

A regular meeting of the Monroe City Council Finance & Human Resource Committee was held on March 12, 2019, at Monroe City Hall. The Meeting was called to order by Councilmember Gamble at 5:34 p.m.

Committee Present: Councilmembers Patsy Cudaback; Jason Gamble; and Kirk Scarboro.
Staff Present: Becky Hasart, Finance Director; Ben Warthan, Human Resources Director.

II. Special Orders of the Day

A. Selection of 2019 Committee Chairperson

Councilmember Cudaback moved to appoint Councilmember Gamble as 2019 Finance & Human Resources Committee Chairperson; the motion was seconded by Councilmember Scarboro. Motion carried (3-0).

III. Approval Minutes (Meeting of Tuesday, December 11, 2018)

Councilmember Gamble moved to approve the Finance & Human Resources Committee Meeting minutes of Tuesday, December 11, 2018; the motion was seconded by Councilmember Scarboro. Motion carried (2-0); Councilmember Cudaback abstained.

IV. Unfinished Business

V. New Business

A. Review 2019 Finance Director Work Plan (Finance)

Ms. Hasart reviewed the 2019 Finance Director's work plan and timeline; and items for the Committee Work Plan.

B. DRAFT 2019 Committee Work Plan

Ms. Hasart reviewed the DRAFT 2019 Committee Work Plan and timeline. Discussion ensued regarding items and adding 2020 Budget Assumptions tentatively to the months of August and September.

Councilmember Gamble moved to approve the 2019 Finance & Human Resources Committee Work Plan, with the addition of '2020 Budget Assumptions' to

August/September (tentative); the motion was seconded by Councilmember Cudaback. Motion carried (3-0).

C. Confirmation of 2019 Regular Meeting Date/Time¹

Ms. Hasart noted regular meetings are set for the second Tuesday of each month; and proposed moving all meetings to a 5:30 p.m. start time.

Councilmember Cudaback moved to set the 2019 Committee meetings start time to 5:30 p.m.; the motion was seconded by Councilmember Gamble. Motion carried (3-0).

D. Annual Performance Review Update (Human Resources)

Mr. Warthan noted that the Non-Represented performance evaluations have been completed; shared with employees; are on file in the Human Resources Office; and the average score was 3.5. Discussion ensued regarding policy timeline and process.

E. Social Media Policy (Human Resources)

Mr. Warthan provided information on the DRAFT social media policy for the City's social media interactions; including: user notifications; inappropriate uses; removal of comments; responses to inquiries/comments; timeliness of responses; and departmental pages creation/use/procedures. Discussion ensued throughout regarding the draft policy and dissemination to the public/posting. The Committee recommended bringing the policy to the full Council for their consideration including discussed changes.

F. Reserve Policy Introduction (Finance)

Ms. Hasart reviewed the current City of Monroe Reserve Policy; 2019 Current Reserve Levels (Budgeted); and best practices regarding reserve policies. Review to continue at upcoming Committee Meetings.

VI. Other

VII. Next Committee Meeting (April 9, 2019, 5:30 p.m.)

VIII. Adjournment

There being no further business, the Tuesday, March 12, 2019, Monroe City Council Finance & Human Resource Committee meeting adjourned at 6:45 p.m. (3-0).

¹ CLERK'S NOTE: Addressed out of order on the agenda, under Unfinished Business.