

**MINUTES
GENERAL COUNSEL COMMISSION
SPECIAL MEETING OF MAY 3, 2021**

Present: Chairwoman and Councilwoman Carta, Councilwoman Blackwell, Councilman Nocera, Councilwoman Salafia and Councilman Ford. Staff: General Counsel Brig Smith

Public: Diana Martinez, Sacha Armstrong Crockett, Mayor Benjamin Florsheim

Call to Order:

Meeting was called to order at 6:11 p.m.

Public Comment:

Diana Martinez –spoke in support of the HR Specialist job description.

Sacha Armstrong Crockett –voiced her support of the HR Specialist job description.

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New Business:

A. Job Description – HR Specialist

Attorney Smith introduced the job description. He explained the duties expected of the new job description. More discussion ensued regarding the salary grade, educational background, and experience.

Councilwoman Blackwell questioned the influence that his position will have as a part of the hiring process and how it will interface with other department heads. Attorney Smith explained that this position will be focus on recruiting and that ultimately the Mayor makes all hiring and firing decisions.

Councilman Nocera discussed possibly having a search committee that represents that entire community. More discussion ensued regarding the search committee, with Councilwoman Salafia opposing a search committee.

Councilwoman Salafia made a MOTION to approve the job description. The Motion was seconded by Councilman Nocera. The Motion passed unanimously.

Other:

Adjournment:

The meeting adjourned.