



**City of Cottonwood  
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Thursday, January 3, 2019 in the City of Cottonwood City Hall Conference Room, 827 N. Main Street.

**Board Members**

**Present**

**Absent**

Tosca Henry – Council Representative

X

Paul Anderson – Citizen at Large

X

Joyce Oswald – Citizen at Large

X

Sandra Salas– Employee

X

Rick Contreras - Employee

X

Jim Wixom – Employee

X

Amanda Wilber –Employee/Board Secretary

X

- I. Call to order - The meeting was called to order by Rick Contreras at 9:34 AM.
  - II. Roll Call – All members were in attendance with the exception of Tosca Henry and Paul Anderson.
  - 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 August 27, 2018 meeting. Motion to approve was made by Sandra Salas and seconded by Jim Wixom. Motion carried unanimously.
  - V. Review Nominations for Employee of the Third Quarter, 2018. Five individuals were nominated:
    - Steve Hensyel, nominated by Casey Rooney
    - Steve Hensyel, nominated by Cindy Gray
    - Dewayne Hoke, nominated by Larry Dawson
    - Ben Kramer, nominated by Mike Kuykendall
    - Jak Teel, nominated by Josh Frewin
- Three out of the four members present had the same top candidate. In the end, it was decided Jak Teel's leadership and mentor capabilities and willingness to go above and beyond to help his employees earned him the Employee of the 3rd Quarter 2018 award.
- VI. Review Nominations for Employee of the Fourth Quarter, 2018. Five individuals were nominated:
    - Christina Anderson, nominated by Berrin Nejad
    - Steve Hensyel, nominated by Cindy Gray
    - Dewayne Hoke, nominated by Larry Dawson
    - Jordan Lewis, nominated by Marie Carpenter
    - Jordan Lewis, nominated by Monica Kuhl
    - Kahlil Rinaldi and David Norman, nominated by Al Hilberger

Three out of the four members present had the same top candidate. In the end, it was decided Jordan Lewis' outside the box thinking and willingness to go above and beyond to help his fellow employees combat the stressful communications environment through the use of grand funded exercise equipment earned him the Employee of the 4<sup>th</sup> Quarter 2018 award.

- VII. Adjournment – Rick Contreras motioned to adjourn; seconded by Sandra Salas at 9:50 AM.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary