



**City of Cottonwood
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Tuesday, October 13, 2020 in the City of Cottonwood's Riverfront Water Reclamation Facility, 1083 E Riverfront Rd.

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Michael Matthews – Council Representative		X
Dave Meyers – Citizen at Large, Chair		X
Joyce Oswald – Citizen at Large, Vice Chair		X
Debbie Breitreutz– Employee	X	
Rick Contreras - Employee	X	
Ryan Bigelow – Employee	X	
Amanda Wilber –Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order by Debbie Breitreutz at 3:08 PM.
- II. Roll Call – Members Michael Matthews, Dave Meyers, and Joyce Oswald were not present. Members Debbie Breitreutz, Rick Contreras, and Ryan Bigelow were present. Board Secretary Amanda Wilber was also present.
- 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 March 16, 2020 meeting. Motion to approve was made by Rick Contreras and seconded by Debbie Breitreutz. Motion carried unanimously.
- V. Staff Update – The board secretary reminded the members that the end of term is approaching and the process to select new board members will be implemented for the upcoming term.
- VI. Review nominations and select employee of the 1st Quarter, 2020:

Submitted nominations included:

Larry Dawson, nominated by Michael Kuykendall
Gregory Emmanuel, nominated by John Carter
Jesse Fransk, nominate by Paula White
Dan Laube, nominated by Matt Strickland
Adela Martinez, nominated by Joyce Read
Jan Marc Quisumbing, nominated by Joyce Read
Jak Teel, nominated by Rudy Rodriguez
Mike Traynor, nominated by Jeremy Doerksen

After deliberating about the excellent quality of all nominations, the board unanimously chose Jesse Fransk as the employee of the 1st Quarter, 2020.
- VII. Review Nominations and select employee of the 2nd Quarter, 2020.

Nominations included:

Jeff Boyd, nominated by Javier Anguiano and Patrick McInnis
Steve Hensyel, nominated by John Carter
Steve Jackson, nominated by Paul Hodges
Police Officers, Fire Department, and PW employees, nominated by Judge Kelley
Lynn Riordan, nominated by Judge Catherine Kelley
John Wesbrock, nominated by Rick Contreras

After deliberating, the board chose John Wesbrock as the recipient for employee of the 2nd Quarter, 2020.

VIII. Review nominations and select employee of the 3rd Quarter, 2020

Nominations included:

Gary Davis, nominated by Josh Frewin
Liz Gooslin, nominated by Jamie Shea
Ben Kramer, nominated by Mike Kuykendall
Mark Larremore, nominated by Jak Teel
Al Ponce, nominated by Scott Ellis
Corby Rice, nominated by Brandon Clark
Johanna Rutschow, nominated by Mik Jordahl and Judge Kelley

After reviewing the nominations, all board members agreed to award the employee of the 3rd quarter award to two recipients- Johanna Rutschow and Corby Rice.

IX. Review and discuss updated nomination forms- The submission forms for nominations were adjusted slightly to include more information on what is helpful to include in a nomination so nominators can be more thorough in their submissions. There was no opposition or suggested changes made to the presented forms.

X. Adjournment –

Rick Contreras motioned to adjourn; seconded by Debbie Breitkreutz at 3:44 PM.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary