

NORTH TEXAS MUNICIPAL WATER DISTRICT

PERSONNEL COMMITTEE MEETING MINUTES

APRIL 12, 2016 2:30 P.M.

I. CALL TO ORDER

Chairman Richard Sheehan called a meeting of the NTMWD Personnel Committee to order at approximately 2:30 P.M. on Tuesday, April 12, 2016, at the Administrative Offices in Wylie, Texas.

Personnel Committee Members present included Chairman Richard Sheehan, Directors Joe Farmer, Wayne May, Richard Peasley, Bill Lofland and Jim Mellody. Director Marvin Fuller was absent. A quorum of the Personnel Committee was present.

President Terry Sam Anderson, Joe Joplin, Bob Thurmond and Director James Kerr also attended the meeting.

NTMWD staff present included Tom Kula, Judd Sanderson, John Montgomery, Rodney Rhoades, and Melisa Fuller.

II. ACTION ITEMS

A. Approval of Minutes – December 17, 2015

On a motion by Director Bill Lofland and a second by Director Joe Farmer, the Personnel Committee approved the minutes of the meeting held on December 17, 2015.

B. Review and Possible Action on Executive Director/General Manager Evaluation Process

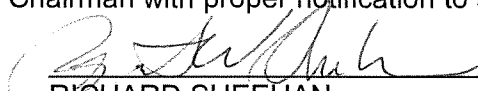
The Committee engaged in general discussion regarding the review process and procedure. On a motion by Director Bill Lofland and a second by Director Joe Farmer, the Personnel Committee voted unanimously to follow the following procedure:

- The Human Resources Department is to distribute Evaluation Forms to each Director.
- Completed Evaluation Forms are to be returned to the Human Resources Manager.
- The Human Resources Manager is to compile the ratings and submit the ratings to the Chairman of the Personnel Committee.
- The Chairman of the Personnel Committee is to review the ratings with the Personnel Committee for a recommendation to the full Board of Directors.

Following review and upon approval by the full Board of Directors, the President of the Board of Directors is to prepare a letter to the Executive Director / General Manager detailing the results of the evaluation.

III. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 3:30 P.M. The next meeting will be called by the Chairman with proper notification to all members.



RICHARD SHEEHAN
Chairman