

WEST TISBURY PERSONNEL BOARD
MINUTES
JUNE 11, 2012

Present: Jennifer Haynes, Vice-Chair, Jerry Gallagher, Ernie Mendenhall, Brian Smith and Maria McFarland

Absent: Norm Perry

The meeting convened at 5:45 P.M., Jennifer Haynes presiding.

Minutes: The minutes of the May 14th meeting were approved 2-0-2.

Performance Reviews: A motion was made and seconded to approve the performance evaluation for the following employees:

Nelia Decker
Joyce Bowker
Jen Rand

Vote in favor: 3-0-1. Ernie abstained.

Tabled to the next meeting; Mattie Penicaud, Robbie Osmers, Maya Harcourt, Selby Ferry, Brittany Stone and Hilary Dryer. Employees had not been given their evaluations to sign.

Evaluation Training: Maria was asked to find out if the MIAA Employee Assistance Program offers training for supervisors and committee members on how to conduct and write performance evaluations.

It was noted that in general, there is little thought given to performance evaluations by supervisors and committee chairman. Few departments set goals for their staff or noting whether goals set for the previous year have been accomplished. Reviewers need to pay more attention to professional development of their staff.

Administrative:

The following approvals were signed:

Library/Job Certification Form (4 Summer Pages)
Park & Rec/ Job Certification Forms (11 summer staff)

There being no further business the meeting was adjourned at 6:15 P.M.

Respectfully submitted,

Maria McFarland
Board Administrator
APPROVED