



**CITY OF EAST POINT  
HUMAN RESOURCES COMMITTEE MEETING MINUTES**

**March 5, 2014**

**6:45 P.M.**

2727 East Point Street  
East Point, Georgia 30344  
Mayor's Conference Room

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**I. MEETING CALLED TO ORDER** at 7:10 p.m. by Committee Chair, Council Member Deana Holiday Ingraham

**II. ROLL CALL:**

**Budget Committee Members Present:**

Council Member Saucier  
Council Member Rene  
Council Member Holiday Ingraham  
Mayor Peters

**Others Present:**

S. Diane White, City Clerk

**III. ADOPTION OF AGENDA:**

**Mayor Peters** made a motion to adopt the agenda with Council Member Saucier providing the second. *The motion carried unanimously.*

**IV. OLD BUSINESS:**

**Council Direct Reports**

**A. Communication Protocol**

Council Member Holiday Ingraham went over the draft resolution so that it can be presented at the March 10<sup>th</sup> Work Session.

**B. Supervision and Accountability**

The City Manager's position will be discussed at the Retreat. The other council members will give feedback to the committee.

1. Charter Provisions

2. Ordinance

3. Job Descriptions

The job description for the City Manager is needed to formulate an RFP.

4. Performance Evaluations

There will be annual evaluations where the Council will have to meet with the direct supports to do the evaluation.

Council Member Holiday Ingraham stated that there should

be a general conversation with staff before having an evaluation. Evaluations will be done in October.

**V. NEW BUSINESS:**

There was no new business to discuss.

**VI. COMMITTEE MEMBER COMMENTS:**

N/A

**VII. ADJOURN:**

**Council Member Holiday Ingraham** motioned to adjourn the meeting at 8:10 PM with Council Member Saucier providing the second. *The motion carried unanimously.*

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S. Diane White, City Clerk