

PERSONNEL COMMITTEE

**Agenda for January 15, 2024, Meeting - 4:00 PM
Borough Hall, 124 S. State Street, Ephrata**

Approval of Committee Agenda

Action Items:

1. Ratification of the Following Borough Council Documents:
 - a. By-Laws
 - b. Code of Ethics/Conflicts of Interest Guidelines
 - c. Rules of Order
 - d. Borough Council Meeting Guidelines
 - e. Committee Meeting Guidelines
 - f. Budget Night Policy
 - g. Telecommunications Policy
 - h. Whistleblower Policy
 - i. Guidelines for Employee Evaluations
 - j. Performance Management Process
 - k. Performance Evaluation/Borough Manager
 - l. Performance Evaluation/Chief of Police

Discussion Items:

1. Personnel Update

Executive Session

1. Borough Manager's Evaluation

Next Meeting Date: February 20, 2024 – 4:30 PM