



## PERSONNEL & BENEFITS MEETING

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Wednesday, April 30, 2025, at 7:30 a.m.  
Memorandum

Mr. Kimbell called the meeting to order at 7:30 AM.

Members Present: Committee Chair Jeff Kimbell, members Eric Hand and Michael McDonald. Others in attendance were Utility Director Andrew Williams and Administrative Assistant Maggie Crediford.

### **PUBLIC COMMENT**

There was no one present from the public.

### **SAFETY REPORT**

Mr. Williams gave the Committee an update on the Utility's continued safety efforts, training and accomplishments including over 1000 days without a loss time accident. Mr. Hand asked some questions regarding safety equipment including if the Utility has AED's which it does in the office but not in vehicles. Vehicles are outfitted with first aid and Stop the Bleed kits.

### **PROPOSED ATTENDANCE POLICY REVISION**

The Committee discussed proposed changes to the Attendance Policy in the Employee Handbook. They had no issues with the updates but asked Mr. Williams to send it to TriCo's labor attorney for comment before presenting it to the Board of Trustees for consideration.

### **NEW BUSINESS**

Mr. Williams gave the Committee an update on the Hamilton County Regional Sewer Utility status.

### **ADJOURNMENT**

The meeting adjourned at 8:01 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrew Williams". The signature is written in a cursive, flowing style.

Andrew Williams  
Utility Director