



**Town of West Newbury
Personnel Advisory Committee**

Thursday, August 1, 2019 @ 7:30pm
381 Main Street, Town Office Building
Second Floor Meeting Room

www.wnewbury.org

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AGENDA

1. Review and approval of meeting minutes
2. Discussion of Committee organization, including designation of Chair
3. Update on potential eligibility for Community Compact grant to support review of personnel policies and procedures
4. Update on correspondence with appointing authorities, department heads and staff regarding employee job descriptions; discussion of next steps
5. Review of correspondence regarding potential areas of personnel policy and/or practice that require further review and/or revision
6. Review of next steps, Committee member and staff tasks for next meeting
7. Other business
8. Set next meeting date
9. Adjourn

Posted Agenda on 7/30/2019 at the Town Offices and the Town's Official Website www.wnewbury.org