

CO-CHAIR, TIMOTHY SHELDON
COUNCILMAN NINTH DISTRICT
CO-CHAIR, JANET KILPATRICK
COUNCILWOMAN THIRD DISTRICT



COUNCIL

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NEW CASTLE COUNTY COUNCIL
PERSONNEL SUBCOMMITTEE SPECIAL MEETING
CO-CHAIR – COUNCILMAN SHELDON
CO-CHAIR – COUNCILWOMAN KILPATRICK

January 7, 2020

2:00 pm

Council Conference Room – 8th Floor
City/County Building
800 N. French Street, Wilmington, DE

Minutes

- **Call to Order**
Meeting was chaired by Mr. Sheldon
Meeting was called to order at 2:03 p.m.
- Council Members Present: Carter, Cartier, Durham, Hollins, Kilpatrick, Sheldon, Smiley, Street, Tackett, Woods. Absent: Bell, Diller, Hartley-Nagle
- Approval of Minutes: Mr. Smiley moved to approve the minutes of the June 4, 2019 Personnel Subcommittee meeting. The motion was seconded by Ms. Kilpatrick and approved.
- Discussion of revisions to job descriptions
 - Council discussion
 - Mr. Smiley moved to adopt the current job descriptions for those positions that are already staffed and to instruct the Clerk of Council, Deputy Clerk of Council, and Counsel to Council to work on any legislation necessary to move forward with pay recommendations and job changes. The motion was seconded by Mr. Cartier.
 - Vote:
Yes: Carter, Cartier, Durham, Hollins, Kilpatrick, Sheldon, Smiley, Tackett, Woods
No: Street
Absent: Bell, Diller, Hartley-Nagle
- Adjournment: Mr. Smiley moved to adjourn the meeting. It was seconded by Ms. Kilpatrick and approved. The meeting was adjourned at 3:01 p.m.

Respectfully submitted by Anthony deFiore, Legislative Aide to Councilwoman Janet T. Kilpatrick., Co-Chairman, Personnel Subcommittee. This meeting of the Personnel Subcommittee was also taped and a recording of the meeting is available upon request.