

**MEETING AGENDA** of the Personnel Board of the Town of Burrillville to be held Tuesday, April 13, 2021, at 8:30 am, Municipal Court Room, 1477 Victory Hwy., Burrillville, RI 02830.

*This meeting will be held in accordance with the provisions of the Governor's Executive Orders 20-46, and 21-30. All members of the Personnel Board will be participating in person or remotely via Zoom. Members of the public can listen and/or participate in the meeting, as required, by the means listed below:*

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88092638255?pwd=WmRZMG1MazBaT0VaZ09UZG9mTXZEUT09>

**Passcode:** 016125

**Telephone:** (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099

**Webinar ID:** 880 9263 8255

**Passcode:** 016125

**MEMBERS PRESENT:**

**OTHERS PRESENT:**

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the Thursday, March 16, 2021 meeting minutes and dispense with the reading of said minutes.

**APPROVAL OF INVOICES /EXPENDITURES:**

- 2) Discussion, consideration and action relative to the invoice from Webster Bank for payment of the credit card for EmployTest. This was to conduct the virtual testing for the Administrative Aide-Zoning position. Virtual testing was conducted do to COVID-19.

**NEW BUSINESS CONSIDERED AND ACTED ON:**

- 3) Discussion, consideration and action relative to Amendment to Test Rental and Use Agreement for CPS HR.
- 4) Discussion, consideration and action relative to testing for Financial Aide through CPS HR.
- 5) Discussion, consideration and action relative to testing for Administrative Aide through CPS HR.

**OLD BUSINESS:**

- 6) Discussion, consideration and action relative to virtual testing.

**CORRESPONDENCE:**

**ADDITIONAL NEW BUSINESS:**

**GENERAL DISCUSSION:**

- Next Personnel Board meeting is scheduled for May 11, 20201.
- 3<sup>rd</sup> Quarter Personnel Board Payroll was submitted on March 17, 2021.

**ADJOURN:**

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY). Such assistance at no cost to the person requesting it. A request for this service can be made in writing, or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).