

PERSONNEL BOARD AGENDA

MEETING AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, November 9, 2021 at 5:00 pm, Municipal Court Room, 1477 Victory Hwy., Burrillville, RI 02830.

MEMBERS PRESENT:

OTHERS PRESENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to the Thursday, October 21, 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 The Bargain Buyer for the Financial Aide Job ad to be received and filed.
- 3) Discussion, consideration and action relative to the price estimate from CPS HR Consulting for the Financial Aide testing.
- 4) Discussion, consideration and action relative to first quarter payroll FY22 submitted on October 26, 2021 to be received and filed.

NEW BUSINESS CONSIDERED AND ACTED ON:

- 5) Discussion, consideration and action relative to the Teen Librarian job posting and job description.

OLD BUSINESS:

- 6) Discussion, consideration and action relative to reviewing and updating the Town's Classification Plan.
- 7) Discussion, consideration and action relative to the CPS HR test rental online review.
- 8) Discussion, consideration and action relative to conducting the Financial Aide Test.

CORRESPONDENCE:

ADDITIONAL NEW BUSINESS:

GENERAL DISCUSSION:

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).