



## **Non-Bargaining Unit Employees Personnel Board Meeting July 9, 2021**

The City of Carbondale's non-bargaining Unit Employees (NBUE) Personnel Board held a regular meeting on Friday, July 9, 2021, in Civic Center Room 103

### **1. Call to Order**

The meeting was called to order at 11:07 am by Jarin Dunnigan

### **2. Roll Call**

Present: Christina Kuhns, Arnold Taylor, Chuck Vaught, Corey Cawthon and Dave Chamness  
Also Present: Tara Brown,

### **3. Approval of Minutes**

A motion was made to approve the April minutes by Corey Cawthon and second by Arnold Taylor.  
VOTE: All approved; Motion passed.

### **4. Old Business**

#### **A. Officer Nominations**

Corey Cawthon made the motion to nominate Jarin Dunnigan for Chair and David Chamness for Vice-Chair. Motion was second by Arnold Taylor.  
VOTE: All approved; Motion passed.

#### **B. Discussion on Pay Grade 8 Residency Discrepancies**

The Board reviewed a residency matrix, classification plan and local comparison chart. Jarin Dunnigan referenced the discrepancies within the range of grade 8. There are some NBUE positions within the Fire and Police department that do not have to live within the City limits. Chuck Vault referenced that at one time, everyone had to live in the City but was amended due to lower paying jobs could not afford the rent. Arnold Taylor noted that this would limit the opportunities for employees working their way up to a management position if they owned a home within the 9-mile radius or lived on family property. Chuck Vaught noted that Department Heads should live in the City because they make decisions on taxes and regulations of the City. The Board discussed the options of making the residency requirement fair and consistent across the board for all grade 8 employees. This change would invest in the employees that would like to gain tenure with the City to advance. Jarin Dunnigan asked the Board members to bring a policy draft to the next meeting to make a recommendation to the City Manager for Council review.

#### **C. Discussion on Christmas Eve Holiday**

The Board agreed to revisit and table the Christmas discussion.

**5. New Business**

~None~

**6. Public Comments & Questions**

Human Resources will email out the agendas to the departments  
Employee Handbook is ready for a final review

**7. Announcements**

Next meeting – August 4, 2021

**8. Adjournment**

A motion was made by Dave Chamness and seconded by Arnold Taylor to adjourn. Meeting adjourned at 12:40 p.m.

Submitted by:

Tara Brown, HR Manager

Approved by the Board: \_\_\_\_\_