



Personnel Committee Meeting Minutes

Erie County Land Bank

Mar 12, 2024 at 5:00 PM EDT to Mar 12, 2024 at 6:00 PM EDT

1230 Townhall Road West, Erie, PA 16509

Agenda

I. Call to order & Attendance

Members: Christine Rush, Sue Weber, Tim Bogdanets

Additional: Christie Mahany

II. Old and New Business

A. 2023 Review

Cost of Living Increase. It was discussed that our best course of action may be to pick another agency to follow (e.g. Social Security or County of Erie) and base our recommendations on that. The 2024 COL increase for the County of Erie was 3%. The committee will bring this to the upcoming Board Meeting.

B. 2024 Planning

Admin & Intern Discussion – Positions were discussed and draft information was handed out/emailed. Some additional information was requested from the City of Erie, Erie Land Bank, and Erie County Redevelopment Authority. This topic will be discussed at our next Personnel Committee Meeting. C. Mahany will have specific job descriptions drafted and sent out for preview before our next meeting.

- Role of Committee
 - Approve the recommendation to create the positions
 - Reasonable Budget for Positions
 - Bring Recommendations to the Board
- Role of ED
 - Job description/ final salary offer
 - Hiring/firing/managing

III. Adjourn

Next Meeting: March 25, 2024 @ 5:00PM (Summit Township)