



**Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street
Brunswick, GA 31520
Commission Meeting Room
Thursday November 5, 2015 at 10:00 AM**

**HUMAN RESOURCES COMMITTEE MEETING
AGENDA**

Committee Members: Commissioner John Cason, Chairman
Commissioner Thomas Boland
Commissioner Allen Booker
Executive Director Stephen Swan

Interim Members: Commissioner Donald Elliott
Senior Engineer Todd Kline

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated

Adopt:

Minutes of October 12, 2015 Human Resources Committee Meeting
Minutes of October 12, 2015 Human Resources Executive Session

Discussion:

1. Safety Equipment Policy Document – J. Singletary
2. Assistant Executive Director Job Description – D. Elliott
3. Financial Analyst job Description – D. Elliott
4. Longevity Recognition – D. Elliott
5. Christmas Gift Cards – D. Elliott

Director's Update:

All citizens are invited to attend. There is a possibility of a quorum of Commissioners being present.