

Eastern Highlands Health District
Personnel Committee
Special Meeting Minutes
September 23, 2025
Virtual Meeting

The meeting was called to order at 10am.

In attendance were M Capriola, R Aylesworth, M Walter and J Elsesser

M Walter made a motion, seconded by R Aylesworth to adopt the meeting minutes from June 11, 2025 as presented. Motion passed unanimously.

R Aylesworth made a motion, seconded by M Walter to enter into executive session pursuant to §1-200(6)(a) to discuss the Executive Director's Performance Review. Motion passed unanimously. All committee members attended the executive session and entered into the session at 10:01am.

Members left executive session at 10:22am and re-entered open session.

Based on the Director's favorable performance, R Aylesworth made a motion, seconded by M Walter to recommend to the Board the following compensation adjustment for the Director: a 3% merit increase retroactive to July 1, with a 1-time payment of \$1,000. Motion passed unanimously.

Within the context of discussing the review and compensation adjustments, the Committee wants to review comparable Health Director salary data to evaluate if a market rate adjustment is also appropriate. The Committee also discussed increasing the maximum of the range for the Director position, at a rate to be determined.

M Walter made the motion, seconded by R Aylesworth to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 10:23am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R Miller', is written over a horizontal line.

Robert Miller
Secretary