

DRAFT MINUTES
PERSONNEL APPEALS HEARING
APPELLANT: Jennifer Holder-Schoolcraft
Wednesday, October 21, 2020
Zoom Meeting – Closed Hearing per Appellant Request

A hearing regarding the appeal of dismissal by Jennifer Holder-Schoolcraft was held at 8:00 a.m., Wednesday, October 21, via Zoom video conference.

INDIVIDUALS PRESENT DURING HEARING

Nick McLain, Personnel Appeals Board Chair
Jon Nielson, Personnel Appeals Board Member
Patrick Braatz, Personnel Appeals Board Member
Nancy van Tellingen, Personnel Appeals Board Member
Kathryn Hackett King, Board Counsel
Justin Pierce, Counsel for the City
Jennifer Holder-Schoolcraft, Appellant
Scott Bouchie, Witness
Sheri Collins, Witness
RJ Zeder, Witness
Tracy Hurt, Board Secretary

The meeting was called to order at 8:03a.m. by Mr. McLain, Appeals Board Chair.

Mr. McLain thanked both parties for their presentations and gave instruction to the Board members on the process that would follow:

The Board would go into Executive Session to deliberate and if Ms. Holder-Schoolcraft and the City's counsel, Mr. Pierce attended the Executive Session they may not make any additional statements or comments to the Board.

Mr. McLain noted that neither the Board nor the Secretary shall notify anyone of the Board's determination before notification to the parties. He reminded the Board that the standard of proof is whether the preponderance of the evidence establishes the facts underlying the disciplinary action and if so, whether the discipline was arbitrarily imposed or taken without cause. He instructed the Board to base its decision solely on the evidence it received at this hearing.

After the Board has discussed and considered the matter it shall render its vote. The Board may recommend any of the following:

- Uphold the City's action
- Reinstate the employee with all back pay and benefits
- Or make recommendations for a lesser penalty

Within five days of taking this vote, the Board Chair will provide the Board Secretary the advisory opinion to be submitted to the City Manager.

The Board entered Executive Session for deliberation at 10:24am.

After deliberation, the Board returned to open session to vote at 10:31am. The Board voted as follows:

Jon Nielson:	Voted to uphold the termination
Patrick Braatz:	Voted to uphold the termination
Nancy van Tellingen:	Voted to uphold the termination
Nick McLain:	Voted to uphold the termination

The hearing ended at 10:36am.