

**CO-CHAIR, TIMOTHY SHELDON**  
COUNCILMAN NINTH DISTRICT  
**CO-CHAIR, JANET KILPATRICK**  
COUNCILWOMAN THIRD DISTRICT



**LOUIS L. REDDING CITY**  
**COUNTY BUILDING**  
800 N. French Street  
Wilmington, DE 19801-3590  
Office: (302) 395-8383  
Fax: (302) 395-8385

**NEW CASTLE COUNTY COUNCIL  
PERSONNEL SUBCOMMITTEE SPECIAL MEETING  
CO-CHAIR – COUNCILMAN SHELDON  
CO-CHAIR – COUNCILWOMAN KILPATRICK**

**January 9, 2018**

**4:30 pm**

Council Conference Room – 8<sup>th</sup> Floor  
City/County Building  
800 N. French Street, Wilmington, DE

**Minutes**

- **Call to Order**  
Meeting was chaired by Ms. Kilpatrick  
Meeting was called to order at 4:32 p.m.
- Council Members Present: Bell, Cartier, Diller, Hartley-Nagle, Hollins, Kilpatrick, Sheldon, Smiley, Street, Tackett, Weiner, Woods
- Approval of Minutes: Mr. Smiley moved to approve the minutes of the November 21, 2017 Personnel Subcommittee meeting. The motion was seconded by Mr. Sheldon and approved.
- Executive session for discussion regarding personnel matters: Ms. Kilpatrick moved to enter executive session for the purpose of discussing confidential personnel matters. The motion was seconded by Mr. Smiley and approved. Council entered executive session.
- Council exited executive session and Ms. Kilpatrick announced that no votes were taken within the executive session. Mr. Weiner added that Council only discussed that which was advertised.
- Other:
  - Counsel to Council updated Council on the hiring of a legal intern
  - Council discussed the signing of time cards for non-legislative aide staff
    - Mr. Smiley moved to ask Mr. Hollins to sign those time cards. The motion was seconded by Mr. Cartier and approved.
  - Council discussed its application process
  - Mr. Tackett suggested that Council discuss electronic access at a future meeting
- Adjournment: Mr. Smiley moved to adjourn the meeting. It was seconded by Ms. Diller and approved. The meeting was adjourned at 5:48.

*Respectfully submitted by Anthony deFiore, Legislative Aide to Councilwoman Janet T. Kilpatrick., Co-Chairman, Personnel Subcommittee. This meeting of the Personnel Subcommittee was also taped and a recording of the portion of the meeting not held in executive session is available upon request.*