

**MINUTES
ORDINANCE AND INSURANCE COMMITTEE
SPECIAL MEETING
MONDAY, JUNE 1ST, 2020
5:30 P.M.**

THE ORDINANCE AND INSURANCE COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

COMMITTEE MEMBERS: CHOYA SHROPSHIRE, DENNIS NANCE, JIMMY TRAMEL, STEVE SMITH (ALTERNATE)

1. CALL MEETING TO ORDER.

The meeting was called to order by Choya Shropshire at 5:30 p.m. Committee members present: Choya Shropshire and Jimmy Tramel. Members absent: Dennis Nance.

Others present: Mayor Larry Lees and Deputy Clerk Lisa Malone.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF MAY 14TH, 2020 SPECIAL MEETING.

This item was tabled until the next meeting, due to lack of quorum present from that meeting.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE MAY 2020 UPDATED DRAFT OF THE CITY OF PRYOR CREEK PERSONNEL POLICY AND PROCEDURE MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the May 2020 updated draft of the City of Pryor Creek Personnel Policy and Procedure Manual to be adopted by City Council. All voted yes.

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK ALCOHOL & CONTROLLED SUBSTANCE POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Alcohol & Controlled Substance Policy Manual to be adopted by City Council. It was stated that the changes made were regarding medical marijuana and random drug testing in Section 7. All voted yes.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK FAMILY AND MEDICAL LEAVE POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Family and Medical Leave Policy Manual to be adopted by City Council. All voted yes.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK HARASSMENT POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Harassment Policy Manual to be adopted by City Council. All voted yes.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK INFORMATION SYSTEMS POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Information Systems Policy Manual to be adopted by City Council. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK CONTRACTOR POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Contractor Policy Manual to be adopted by City Council. This is now completely separate from the Personnel Manual. All voted yes.

9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING THE CITY OF PRYOR CREEK FACILITIES POLICY MANUAL TO BE ADOPTED BY CITY COUNCIL.

Motion was made by Tramel, second by Shropshire to recommend Council action to approve the City of Pryor Creek Facilities Policy Manual to be adopted by City Council. All voted yes.

10. SCHEDULE NEXT MEETING.

No action.

11. ADJOURN.

Motion was made by Tramel, second by Shropshire to adjourn at 5:58 p.m. All voted yes.