

Minutes of the Centerville **City Council Work Session** held Tuesday, April 1, 2025 at 6:15 pm, with participants present at City Hall, 250 North Main Street.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Robyn Mecham
Brian Plummer
Gina Hirst
Spencer Summerhays
Cheylynn Hayman

STAFF PRESENT

Lisa Romney, City Attorney
Jennifer Robison, City Recorder
Mike Eggett, Community Development Director
Mike Carlson, Public Works Director
Bryce King, Administrative Services Director
Bethany Frank, HR Specialist
Allen Ackerson, Chief of Police

BAMBOO HR TRAINING

Administrative Services Director Bryce King and HR Specialist Bethany Frank presented an overview of the newly implemented BambooHR system, highlighting its employee dashboard, AI chatbot for policy inquiries, and administrative access to demographic data. They demonstrated the "Gifted" program for work anniversaries, and walked through the hiring process, including job application management, collaborative tools for hiring managers, and automated onboarding tasks. The system's benefits included streamlined onboarding, improved HR record-keeping, enhanced interdepartmental communication, and mobile app functionality. Council members inquired about access levels for director-level hires, data ownership, and mobile app capabilities. Mayor Clark Wilkinson asked about customization of emails and tasks, to which Mr. King explained tailored notifications based on user roles. The presentation concluded with gratitude for the support and plans to onboard additional groups through the platform.

ADJOURNMENT

At 6:57 pm, Councilmember Summerhays **moved** to adjourn the work session, which passed by unanimous vote (5-0).



Jennifer Robison, City Recorder

May 6, 2025

Date Approved

