

Personnel Committee Annual Report – 2020

Wow! What a year 2020 was for everyone. This year's Personnel Committee assisted in the transition of the Conference staff to work from home through the review of staff questionnaires and work from home policies.

I am most proud of the dedication of this year's team to complete the work started by previous teams on the SWC Personnel Manual. We set a goal at our first meeting to be the team to complete this large project and submit it to the Executive Board for approval.

The team was able to work together and submitted our recommended changes to the Executive Board for the January meeting. The manual was approved and distributed to the staff.

The Personnel Committee also received notice of Liana Rowe's retirement, prompting an exploration of the job description and opportunities to evaluate how we fill her role. We are happy for Liana and congratulate her on her retirement.

A huge amount of gratitude to the members of the Personnel Committee this year: Janet Leung, Nikki Hogan, Randy Mayer, and Sarah Tevis Townes for all of their hard work, dedication, and flexibility. Also, thank you to Genevieve Benham for her administrative support.

Thank you,

Charity Gleason-Davis

Personnel Committee Chair, 2020