



**Agenda**  
**Personnel & Administration Committee**  
**Regular Meeting**  
**St. Louis Board of Aldermen**  
**Thursday, September 11, 2025 - 11:00 AM**  
**Kennedy Room**

President Megan Green, Chair  
Shane Cohn, Vice Chair  
Committee Members:  
Alderman Shameem Clark-Hubbard  
Alderman Rasheen Aldridge

**Order of Business**

**I. Call to Order**

**II. Roll Call**

**III. Approval of Minutes**

Minutes of the Monday, August 25, 2025, committee meeting.

**IV. Board Bills for Review**

None

**V. Resolutions for Review**

None

**VI. Committee Discussions**

(The committee will discuss the following and take public comment on the following).

**Discussion Item Number 1**

**Performance review.**

The committee will discuss performance reviews.

**Discussion Item Number 2**

**Records Retention Policy**

The committee will discuss a Records Retention Policy

### **Discussion Item Number 3**

#### **Legislative Assistant 7<sup>th</sup> Ward**

The committee will discuss the posting of the open Legislative Assistant position for the 7<sup>th</sup> Ward.

### **Discussion Item Number 4**

#### **Legislative Assistant 3rd Ward**

The Committee will discuss the posting of the open Legislative Assistant Position for the 3rd Ward.

### **VII. Acknowledgment of Any Written Testimony**

### **VIII. Announcements**

### **IX. Excused Members**

### **X. Adjournment**