



Agenda
Personnel & Administration Committee
Regular Meeting
St. Louis Board of Aldermen
Thursday, October 2, 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 September 11, 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

Hiring of Legislative Assistant for the 7th ward.

The committee will hire the 7th ward Legislative Assistant.

Closed Meeting Statement

Portions of this meeting of Board of Aldermen's Personnel and Administration Committee may be closed to the public under the provisions of Section 610.021 (3) and Section 610.022 in order to permit the members of the Committee to discuss matters related to the hiring, firing, disciplining or promoting of employees of the Board of Aldermen

Discussion Item Number 2

Posting 3rd Ward Legislative Assistant

The committee will discuss extending the posting for the open 3rd Ward Legislative Assistant position.

VII. Acknowledgment of Any Written Testimony

VIII. Announcements

IX. Excused Members

X. Adjournment



**Preliminary Minutes
Personnel and Administration Committee Meeting
St. Louis Board of Aldermen
Thursday, September 11, 2025 –11:00 a.m.
Kennedy Room**

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

Megan Green, President

Order of Business

I. Call to Order

The Chair called the meeting to order at 11:16 a.m.

II. Roll Call

The following members were present: Mr. Cohn, Ms. Clark Hubbard, and President Green.
members were present. A quorum was established.

III. Approval of Minutes

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

The Chair stated that she would entertain a motion to pass the minutes of the Thursday, August 25, 2025 committee meeting.

Mr. Cohn moved to adopt the minutes dated Thursday, August 25, 2025 committee meeting.

Seconded by Ms. Clark Hubbard.

The Chair directed the Assistant Clerk to call the roll.

The Assistant Clerk called the roll and the following votes were recorded:

The following voted Aye:

Mr. Cohn, Ms. Clark Hubbard, and President Green. **3 Aye votes were cast.**

The following voted No:

None

The following voted Present:

None

The following Abstained:

None

The following recused themselves:

None

A total of 3 votes were cast. The motion carried.

IV. Board Bills for Review

None

V. Resolutions for Review

None

VI. Committee Discussions

(The committee will discuss the following. No public comment will be taken)

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 7th Ward

The committee will discuss the posting of the Legislative Assistant position for the 7th Ward.

Discussion Item Number 4

Legislative Assistant 3rd Ward

The committee will discuss the posting of the Legislative Assistant position for the 3rd Ward.

President Green stated the committee will only discuss Discussion Item Number 3 & 4, posting of the Legislative Assistant for the 7th and 3rd wards.

President Green stated she will entertain a motion to post the Legislative Assistant position for the 3rd ward and 7th ward.

Mr. Cohn moved to post the Legislative Assistant position for the 3rd ward and 7th ward for 2 weeks.

Seconded by Ms. Clark Hubbard.

The following votes were recorded.

The following voted Aye:

Mr. Cohn, Ms. Clark Hubbard, and President Green. **3 Aye votes were cast.**

The following voted No:

None

The following voted Present:

None

The following Abstained:

None

The following recused themselves:

None

A total of 3 votes were cast. The motion carried.

VII. Acknowledgement of Any Written Testimony

None

VIII. Announcements

None

IX. Excused Alderman

Pres. Green excused Alderman Aldridge for necessary absence.

X. Adjournment

After no further business, the Chair adjourn the meeting at 11:19am.