



Agenda
Personnel & Administration Committee
Regular Meeting
St. Louis Board of Aldermen
Thursday, November 20, 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 November 6, 2025, committee meetings

IV. Board Bills for Review

None

V. Resolutions for Review

None

VI. Committee Discussions

The committee will discuss the following and no public comment will be taken:

Discussion Item Number 1

Posting for the 9th Ward Legislative Assistant Position.

The committee will discuss the posting for the 9th Ward Legislative Assistant Position.

Discussion Item Number 2

Records Retention

The committee will discuss records retention for the Board of Aldermen.

Discussion Item Number 3

BOA employee handbook, grade/class for employees and hiring at the Board of Aldermen

The committee will discuss the Board of Aldermen handbook, grade/class for employees and hiring at the Board of Aldermen.

Discussion Item Number 4

Employees' Performance Reviews

The committee will discuss performance reviews.

Discussion Item Number 5

Board of Aldermen Policies

The committee will discuss BOA policies.

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.

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, November 6, 2025 –9:30 a.m.
Webinar**

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

Megan Green, President

Order of Business

I. Call to Order

The Chair called the meeting to order at 9:38 a.m.

II. Roll Call

The following members were present: Ms. Clark Hubbard, Mr. Aldridge and President Green. **3 members were present. A quorum was established.**

III. Approval of Minutes

Minutes of the Thursday, October 9, 2025 committee meeting.

The Chair stated that she would entertain a motion to pass the minutes of the Thursday, October 9, 2025 committee meeting.

Mr. Aldridge moved to adopt the minutes dated Thursday, October 9, 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:

Ms. Clark Hubbard, Mr. Aldridge 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

Posting for the 5th Ward Legislative Assistant Position.

President Green discussed opening the Legislative Assistant for the 5th ward.

President Green recognized Mr. Devoti.

Mr. Devoti stated he would like to open the position for 2 weeks.

After no further discussion, President Green stated she would entertain a motion to post the Legislative Assistant for the 5th ward for 2 weeks.

Alderman Clark Hubbard moved to post the Legislative Assistant for the 5th ward for 2 weeks.

Seconded by Mr. Aldridge.

Mr. Aldridge requested previous roll. No one objected to previous roll.

The following votes were recorded.

The following voted Aye:

Ms. Clark Hubbard, Mr. Aldridge, 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.

Discussion Item Number 2

Posting for the 9th Ward Legislative Assistant Position.

President Green discussed opening the Legislative Assistant for the 9th ward.

President Green recognized Mr. Browning.

Mr. Browning stated he would like to open the position for 2 weeks.

After no further discussion, President Green stated she would entertain a motion to post the Legislative Assistant for the 9th ward for 2 weeks.

Mr. Aldridge moved to post the Legislative Assistant for the 9th ward for 2 weeks.

Seconded by Ms. Clark Hubbard.

Ms. Clark Hubbard requested previous roll. No one objected to previous roll.

The following votes were recorded.

The following voted Aye:

Ms. Clark Hubbard, Mr. Aldridge, 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

President Green stated she will excuse Mr. Cohn for necessary absence.

X. Adjournment

After no further business, the Chair adjourn the meeting at 9:43am