

**JEDI COMMITTEE MEETING**  
**VIRTUAL MEETING**  
**MEETING MINUTES 3/24/21**

**In Attendance:** Amy Willey, Kimberly Eubanks, Crystal Pembleton, Julie Raley, Ruby Hagens,  
Karen Turner,

**Absent:** Robert Phillips, Lori Cherry, Felicia Fleming

**Special Guest:** Director of DES, Michelle Lilly

- I. **Meeting Called By:** Amy Willey 1:07
- II. **Old Business:** Tashia Green had to step down. She was replaced by Felica Fleming,
- III. **New Business:**
  - a. Director Lilly discussed us needing to vote for a New Chairman for the committee, since Tashia stepped down. Also, to continue to consider a representative for GARE. The meeting for the Chairman Voting was set for April 5<sup>th</sup>.
  - b. With the members in attendance, we felt we needed to regroup, since we had a few changes over the last few months in new members. We have felt like we have not been able to really make head way with the goals we want to accomplish.

c. The first thing we decided to do was start from the beginning and the first thing we wanted to that was discussed at our second meeting. The goal was to review job titles in DES. The committee decided each person would take a job title and then go through and pick out verbiage that could be changed, verbiage that could deter someone from applying for the job, and anything else you found wrong with the description. The people selected to do each job title are as follows.

- i. Amy Willey and Julie Raley- Animal Control/Animal Shelter Attendant
- ii. Kimberly Eubanks and Karen Turner- Safety Dispatcher
- iii. Felica Fleming and Lori Cherry- EMT
- iv. Crystal Pembleton and Ruby Hagens-Paramedic
- v. Robert Phillips- Hazmat

**IV. Next Meeting Agenda:**

- a. Go over the job descriptions and what we found.
- b. See how the new Chairman wants to handle things moving forward.

**V. Meeting Adjourned: 2:30**