

COFO

Members of the personnel committee:

John Harris--Indianola
Jessie Harris--McComb
John Buffington--West Point
James Pittman--Jackson
Lois Chaffee--Jackson
Kayo Nathanielson--Jackson

Chuck McKeller--Gulfport
Doug Smith--Hattiesburg
Dorie Ladner--Natchez
Janet Jemott--Natchez
Bill Ware--Belzoni

The following are the basic ideas which came out of several hours of talk:

A) New Volunteers

- 1) As a general policy, no new volunteers in the state
- 2) Exceptions
 - a) Antioch is a special exception to this rule, due to plans set up before the personnel committee meeting
 - b) All request from persons wanting to work in the state will be placed in the files, (including pictures) which will serve as a waiting list
 - 1. Personnel committee will check with distric and project directors concerning their needs for workers.
 - 2. Volunteers will then be accepted from the waiting list
- 3) Persons who show up with out warning are to be handled as those writing in, and be put on the waiting list

B) Personnel Problems

- 1) All projects will be asked to try and work out their own problems, if they are unable to do so, then
 - a) Projects will submit a written report to the personnel committee on the matter
 - b) Ask for a date on which they can have a meeting with the committee
- 2) All persons envolved are to discuss the matter with the committee
- 3) Individuals on the projects should not be afraid to mention or bring up project problems with the committee
- 4) The medical committee will be consulted on all proplems dealing with health matters

C) Project Transfers

- 1) Project transfers are to be handled by the personnel committee
- 2) Any projects which will need extra persons for special cvents, i.e., Freedom Days, should notify the committee in advance so that they may have time to make the needed arrangements