CITY OF CHARLES TOWN

PERSONNEL COMMITTEE
AGENDA • FEBRUARY 18, 2026

Committee Meeting **COUNCIL CHAMBERS** **5:00 PM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. UNFINISHED BUSINESS

: **2026-1142:** Total Compensation Study Update

3. NEW BUSINESS

: **2026-1143:** Proposed Handbook Revision - Holiday Pay and Paid Parental Leave Benefit

4. ADJOURNMENT

5. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at: https://www.charlestownwv.us/government/agendas_minutes.php

Personnel Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 02/18/26
Department: Personnel Committee
Category: Report
Initiator:

AGENDA ITEM (ID #)

2026-1142: Total Compensation Study Update

ATTACHMENTS:

Personnel Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

AGENDA ITEM (ID #)

Meeting: 02/18/26
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2026-1143: Proposed Handbook Revision - Holiday Pay and Paid Parental Leave Benefit

Proposed Change to Holiday Pay -

The City offers to all full-time regular employees holidays as specified in the West Virginia State Code 2-2-1 and as approved by City Council. This applies to both civil and non-civil service employees. In addition to regular compensation, any employee required to work on a holiday will receive premium compensation at one and one-half times their normal rate of pay for the actual hours worked during the holiday. For all employees, the premium rate applies to the observed date of the holiday.

ATTACHMENTS: