

1. BET TOG BOE HR Working Group Meeting Documents

Documents:

[BET_TOG_BOE_HR_WORKING_GROUP_AGENDA_05-02-12.PDF](#)

[APPROVED_BET_TOG_BOE_HR_WORKING_GROUP_MINUTES_05-02-12.PDF](#)



**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION**

TOG/BOE HR Working Group

**Wednesday, May 2, 2012
Parks & Recreation Conference Room
2nd Floor**

3:00 P.M.

AGENDA

1. Presentation by Al Cava: Labor Contracts as they impact HR
2. Approval of BET TOG/BOE HR Working Group Minutes March 27, 2012

**TOWN OF GREENWICH
TOG/BOE HR Working Group
Parks and Recreation Conference Room
2nd Floor**

Wednesday, May 02, 2012

3:00 P.M.

Present:

Working Group Members and Others:

Joseph Pellegrino, Board of Estimate and Taxation Chairman, Mary Lee Kiernan, Board of Estimate and Taxation, Peter Mynarski, Comptroller, John Crary, Town Administrator, Mary Pepe, Town Director of Human Resources, Robert Lichtenfeld, BOE Director of Human Resources, Peter Von Braun, BOE, Barbara O'Neil, BOE., Al Cava, Director of Labor Relations, Jeff Ramer and Marc Johnson, BET Members, Peter Tesei, First Selectman

Mr. Pellegrino called the meeting to order at 3:00 P.M.

1. Presentation by Al Cava: Labor Contracts as they impact Human Resources

Mr. Pellegrino started the meeting by stating he wanted to cover the following areas during the meeting:

- A status update from Ms. Pepe on the Town Human Resources process mapping project.
- A presentation by Mr. Cava on labor contracts and their potential impact on combining the Town and Board of Education Human Resources Departments.
- Scheduling the next meeting with the Town Attorney, John Wayne Fox, to deal with potential legal issues with the aforementioned Human Resources Department consolidation.
- A further update from Ms. Pepe on the next steps on the Human Resources process mapping project.

Ms. Pepe gave the Working Group an update on the Town's Human Resources Department process mapping project. Ms. Pepe stated that they had engaged Traaen and Associates, LLC to perform the review and they had completed their initial work. Ms. Pepe indicated that the initial engagement was limited in scope and covered only payroll, the hiring process and retirement administration. Ms. Pepe also indicated that her department was preparing a Request for Proposal for a broadening of the scope of the current project to include all facets of the Town's Human Resources operations (e.g. healthcare, workers' compensation, training, etc.). Ms. Pepe expects the next phase of the project to be completed by the end of June 2012.

Mr. Cava prepared a presentation entitled "Impact of Collective Bargaining Agreements on Town of Greenwich and Board of Education Human Resources Administration" and distributed the materials to the Working Group and others in attendance. Mr. Cava proceeded on pointing out highlights of the report and answered a variety of questions regarding the potential consolidation of the Town and BOE Human Resources Departments. The questions generally dealt with labor related matters.

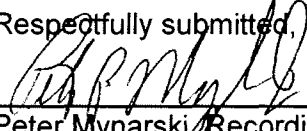
Mr. Pellegrino informed the Working Group that the next step in the process would be to invite John Wayne Fox, Town Attorney to discuss the legal requirements or restrictions on consolidating the Town and Board of Education Human Resources Departments. The date of the next meeting would be contingent upon Mr. Fox's availability.

2. Approval of BET TOG/BOE HR Working Group Minutes, March 27, 2012

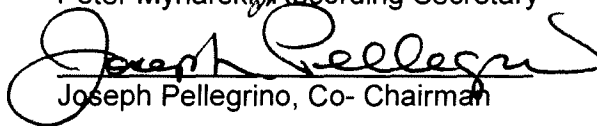
Ms. Kiernan made a motion to approve the March 27, 2012 minutes, seconded by Mr. Von Braun. The minutes were approved on a vote of 6 to 0.

The Meeting was adjourned at 4:26 P.M.

Respectfully submitted,



Peter Mynarski, Recording Secretary



Joseph Pellegrino, Co- Chairman