

1. BET HR Comm. Meeting Documents

Documents:

[APPROVED_BET_HR_MTG_MINUTES_05-14-13.PDF](#)

[BET_HR_COMM_MTG_AGENDA_05-14-13.PDF](#)

[SUB_TO_APP_BET_HR_COMM_MTG_MINUTES_5-14-13.PDF](#)

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
HUMAN RESOURCES COMMITTEE
MINUTES – Cone Meeting Room

Tuesday, May 14, 2013

Committee: Marc V. Johnson, Chairman; Randall Huffman, Mary Lee Kiernan, Leslie Tarkington

Board: Sean Goldrick, Michael Mason, Jeffrey Ramer

Selectmen: Peter Tesei, First Selectman

Staff: Peter Mynarski, Comptroller; Erica Mahoney, Workers' Compensation Administrator; Mary Pepe, Director of Human Resources; Mary Jo Iannuccilli, Assistant Director of Human Resources; Allison Graham, Employee Benefits Manager; John Crary, Town Administrator

The meeting was called to order at 4:32 P.M.

1. Approval of Human Resources Committee Meeting Minutes

Upon a motion by Ms. Kiernan, seconded by Mr. Huffman, the Committee voted 4-0 to approve the minutes from the April 9, 2013, Regular Human Resources Committee Meeting.

2. Review of monthly HR Reports

Workers' Compensation Loss Report

The Committee reviewed the March 2013 and April 2013 Workers' Compensation Losses by Injury Type; and the March 2013 Compensation Losses by Department showing 2 lost time and 37 total reported claims and April 2013 Workers' Compensation Losses by Department showing 4 lost time and 35 total reported claims. The Committee discussed denied claims, assault injuries, BOE trends, safety training and initiatives, slips and falls, and Nathaniel Witherell cost allocation system.

Ms. Mahoney will work with Dr. Lichtenfeld in order to breakdown the BOE reports further.

Vacant Position Listing

The Committee reviewed the Vacant Position Listings as of May 1, 2013, showing a total of 28 vacant positions.

3. Human Capital Management System Update

Ms. Pepe gave an overview of the RFP and selection process, stating that the primary evaluators are Ms. Pepe, Robert Lichtenfeld, Board of Education; Boris Hutorin, IT

Department; Mark Kordick, Police Department; and Peter Mynarski, although other departments will provide input. Ms. Pepe anticipates implementation in early July 2013. A discussion followed regarding onboarding and timeline.

4. MC Performance Evaluation and Compensation Program Update

The Committee discussed the MC Performance Evaluations criteria, performance pay system recommendations, goal setting, and improving the process.

Upon a motion by Ms. Kiernan, seconded by Ms. Tarkington, the Committee voted 4-0 to accept the Option #1 MC Performance Pay System, recommended by the Human Resources Director, as transition plan for 2013-2014.

5. Health Benefits Committee Update

Ms. Graham gave an overview of the Health Benefits Committee's initial meetings from March 4, 2013, April 8, 2013, and May 6, 2013, highlighting Healthcare Reform, RFP's for Healthcare provider and broker, and strategic planning. The newly formed Committee's members are Ms. Graham, Mary Pepe, Dustin Anderson, Special Projects Manager; Al Cava, Labor Relations; Roland Geiger, Budget Director; Larry Simon, Retirement Board; Steve Rubin, RTM; Marc Johnson; and Mary Lee Kiernan.

The Committee reviewed Healthcare Reform Employer Impact 2012-2013 and 2014, and discussed healthcare trends, funding, and wellness initiatives.

6. Items for Future Discussion

The Committee discussed BOE part-time, certified staff benefits, and post-retirement employment. Ms. Pepe also reported that the Affirmative Action hot line will be discontinued and individuals will be directed to contact either Ms. Pepe or Ms. Iannuccilli in the Human Resources Department or Ms. Cogswell on her Town Hall office extension, citing both the responsibility of the Town of Greenwich to formally respond to these inquiries and the cost savings given the present limited use of the hot line.

The Committee voted unanimously to adjourn the meeting at 6:43 P.M.



Maria Bocchino, Recording Secretary



Marc V. Johnson, HR Committee Chairman



**TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION**

HUMAN RESOURCES COMMITTEE MEETING

**Tuesday May 14, 2013
4:30 PM
Cone Room Room, 2nd Floor**

AGENDA

1. Approval of Meeting Minutes
 - BET HR Committee April 9, 2013
2. April 2013 HR Reports
 - Workers Compensation Loss Report
 - Vacant Position Listing
3. Human Capital Management System Update
4. MC Performance Evaluation and Compensation Program
 - Transition Year Recommendations
5. Health Benefits Committee Update
6. Items for Future Discussion
7. Adjournment
 - Next Meeting – Tuesday, June 11, 2013 at 4:30 PM in the Cone Room

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6. Items for Future Discussion

The Committee discussed BOE part-time, certified staff benefits, and post-retirement employment. Ms. Pepe also reported that the Affirmative Action hotline has been eliminated, highlighting Human Resources responsibilities and cost savings.

The Committee voted unanimously to adjourn the meeting at 6:43 P.M.

Maria Bocchino, Recording Secretary

Marc V. Johnson, HR Committee Chairman