

1. BET HR Comm. Meeting Documents

Documents:

[BET_HR_COMM_MTG_AGENDA_06-05-18.PDF](#)
[SUB_TO_APP_BET_HR_MTG_MINUTES_06-05-18.PDF](#)
[APPROVED_BET_HR_MTG_MINUTES_06-05-18.PDF](#)



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

**HUMAN RESOURCES COMMITTEE MEETING
Tuesday, June 5, 2018
3:00 P.M.
Cone Room**

AGENDA

1. Approval of BET HR Committee Meeting Minutes of May 15, 2018
2. HR Reports:
 - Vacant and Posted Position Listing
 - Workers' Compensation Reports
 - Unemployment Report
3. New Business
4. Adjournment

Next Meeting – Tuesday, July 10, 2018 at 3:00 P.M. - Cone Room

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

Tuesday, June 5, 2018

Committee

Present: Anthony Turner, Chair; William Drake, Karen Fassuliotis, Elizabeth K. Krumeich

Staff: Peter Mynarski, Comptroller

Board: Jill Oberlander, Chair; Michael Mason, Leslie Moriarty, Jeffrey Ramer

BOE: Robert Stacy, Human Resource Director, BOE

The meeting was called to order at 3:04 P.M.

Mr. Turner welcomed the HR Committee and attendees.

1. Approval of BET HR Committee Meeting Minutes

Ms. Krumeich made a motion, seconded by Mr. Drake, to approve the Minutes of BET Regular HR Meeting held on May 15, 2018. The Committee voted 4-0-0 in favor of the Motion. Motion carried.

2. HR Reports

- **Vacant and Posted Position Listings** - Due to a schedule conflict, Ms. Pepe was unable to attend the meeting. Mr. Mynarski updated the Committee on the several open positions with which he was familiar. He explained that a job offer had been extended to one of the three finalists for the Retirement Administrator position, but the candidate did not accept the position. Recruiting for the Retirement Board Assistant position will not take place until the Retirement Board Administrator position is filled and the skills and hours required are known.

The Assistant Assessor position has been re-posted because no job offer was extended to any of the three interviewed candidates

Mr. Stacy commented that interviews were taking place for BOE positions vacant due to recent retirements. The job description for the Construction Project Manager was being restructured and the Sports Club Accounting Clerk position was being reviewed because some of its responsibilities were being automated.

- **Workers' Compensation Expense Report** – Mr. Mynarski reported that at 48 weeks into FY18, a surplus of \$448,000.00 is available. He commented that a claim had been filed by an employee who had retired due to disability, but that the claim would be paid through OPEB. The Committee reviewed the third-quarter and fiscal year-to-date Workers' Compensation Report detail of types and frequency of injuries and cost of claims.

- **Unemployment Report** – The Committee reviewed the third-quarter and fiscal year-to-date detail by Department and in comparison to previous year. The Chair requested that the Committee’s July Agenda carry-over the Workers’ Compensation detail report and include a BOE unemployment report.

3. New Business

- The Committee discussed the need for a schedule of HR periodic review items parallel with previous year. It proposed adding a review of the text of the Resolution on the Voter Registrars’ compensation for Primaries to its July Agenda. Additionally, an update on major Workers’ Compensation claims, similar to what had been provided annually by Ovation, TOG’s Healthcare consultant before TOG employees migrated to the State Healthcare Partnership, would be prepared by Mr. Gieger for the July Agenda. Mr. Stacy was asked to provide a report on the completion of BOE union members performance reviews.

4. Adjournment

Ms. Krumeich made a motion, seconded by Ms. Fassuliotis, to adjourn the meeting at 3:34 P.M. The Committee voted 4-0 in favor of the motion.

The next regular Human Resource Committee meeting is scheduled for Tuesday, July 10, 2018 at 3:00 P.M. in the Cone Room.

SUBJECT TO APPROVAL

Respectfully submitted,

Catherine Sidor, Recording Secretary

Anthony Turner, HR Committee Chairman

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