1. BET HR Comm. Meeting Agenda
   Documents:
   
   BET_HR_COMM_MEETING_AGENDA_06-18-19.PDF

2. SUB TO APP BET HR Comm. Meeting Minutes
   Documents:
   
   SUB_TO_APP_BET_HR_COMM_MEETING_MINUTES_06-18-19.PDF

3. APPROVED BET HR Comm. Meeting Minutes
   Documents:
   
   APPROVED_BET_HR_COMM_MEETING_MINUTES_06-18-19.PDF
TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION

HUMAN RESOURCES COMMITTEE MEETING
Tuesday, June 18, 2019

Cone Room, 2nd Floor
3:00 P.M.

AGENDA

1. Approval of BET HR Committee Meeting Minutes of May 14, 2019

2. HR Reports:
   • Vacancy Report
   • Unemployment Charges Report
   • Workers’ Compensation Reports

3. Old Business:

4. New Business:
   • Discussion about Joint Meeting with RTM Labor Contracts Committee

5. Adjournment

   Next Meeting – Tuesday, July 16, 2019 at 3:00 PM in the Cone Room
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
HUMAN RESOURCES COMMITTEE

REGULAR MEETING MINUTES
Cone Room
Tuesday, June 18, 2019

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

Staff: Peter Mynarski, Comptroller; Mary Pepe, Director, Human Resources Department

Board: Michael Mason, Leslie Moriarty, Jill Oberlander

BOE/GPS: Gina Williams, Assistant Director, Human Resources Department, Greenwich Public Schools

The Chairman called the meeting to order at 3:07 P.M. and welcomed the Human Resources Committee members and attendees.

At the request of the Chairman, the Committee members agreed to change the Order of Business to move Item 2 to be the first item on the Agenda.

2. Human Resources Reports

   • Vacancy Report

   The Chairman asked Director Pepe if any of the unfilled positions should be of concern to the Committee. Ms. Pepe responded that the majority of current vacancies were primarily due to internal promotions. Ms. Pepe noted that final interviews were in progress for the Business Services Manager for the Parking Services and Facilities Director for The Nathaniel Witherell (TNW), and that applicants for the Board of Education (BOE) Instruction position and IT Systems Administrator were being reviewed by the Department for interviews. Ms. Pepe noted that the job description for a Labor Relations Manager had been updated but had not yet been posted. In the interim, an attorney from the law firm, Shipman & Goodwin, would be providing advice and counsel on Labor Law matters, as well as representing the Town during the current Fire union negotiations. No other negotiations are scheduled to take place until the fall 2019. Teamster and LIUNA contracts were not close to settlement and further discussions will be scheduled for September.

1. Approval of BET HR Committee Meeting Minutes

   Upon a motion by Ms. Krumeich, seconded by Mr. Drake, the Committee voted 4-0-0 to approve the Minutes of the Regular Meeting of the BET HR Committee on May 14, 2019. Motion carried.

2. Human Resources Reports (continued)
- **Unemployment Report**

The Human Resources Director reported that unemployment benefit charges were trending well but slightly behind the previous year. Ms. Pepe commented that the spike in BOE claims in March was primarily related to seasonality and temporary employee positions.

- **Workers’ Compensation Report**

Director Pepe reported that the Town’s new policy eliminating the wearing of flipflops on-the-job had been widely reported by news media. Ms. Pepe emphasized that the decision was taken by the Town Safety Council (the Council) because “slips and falls” was a big issue in Workers’ Compensation claims. The Council was taking steps to standardize the on-going safety efforts Town-wide. Mr. Mynarski noted that the Committee would be receiving the Human Resources Department stewardship report, a categorization and analysis of injuries, at the July meeting. He noted catastrophic injuries, not lost time or incident claims, were the significant driver of costs. Ms. Pepe agreed to provide additional details about repetitive situations, claimants and locations for further study and to propose remedies to reduce claims.

The Comptroller commented that the Workers’ Compensation report was continuing to trend favorably with a positive variance of approximately $750,000 at the end of the 48 weeks of FY2018-2019. Mr. Mynarski noted that the FY2019-2020 allocation had been reduced by $300,000 and made no recommendation to reduce it further. He complimented the Safety Council for increasing awareness of safety through its investigations, follow-up on claims and training.

3. **Old Business**

None discussed

4. **New Business**

- **Discussion about Joint Meeting with RTM Labor Contracts Committee**

The Chairman referred the Committee to the request received from the Representative Town Meeting (RTM) Labor Contracts Committee Chairman, Josh Brown, suggesting a joint meeting. The Committee discussed the question of arranging an informal meeting and concurred that, due to the confidential nature of the RTM Committee’s work regarding the collective bargaining agreements with the Town, it would be preferable for the RTM Labor Contracts Committee to be advised as to where the agendas of this Committee are posted and to invite RTM members to attend meetings of this Committee.

5. **Adjournment**

Upon a motion by Ms. Fassuliotis, seconded by Ms. Krumeich, the Committee voted 4-0-0 to adjourn the meeting at 3:38 P.M. Motion carried.
The next Regular Meeting of the BET Human Resources Committee is scheduled for Tuesday, July 16, 2019, at 3:00 P.M. in the Cone Room.

Respectfully submitted,

__________________________________________

Catherine Sidor, Recording Secretary

__________________________________________

Anthony Turner, Chairman, Human Resources Committee

SUBJECT TO APPROVAL
Committee
Present:  Anthony Turner, Chairman; William Drake, Karen Fassulliotis, Elizabeth K. Krumeich

Staff:  Peter Mynarski, Comptroller; Mary Pepe, Director, Human Resources Department

Board:  Michael Mason, Leslie Moriarty, Jill Oberlander

BOE/GPS:  Gina Williams, Assistant Director, Human Resources Department, Greenwich Public Schools

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1. **Approval of BET HR Committee Meeting Minutes**

   Upon a motion by Ms. Krumeich, seconded by Mr. Drake, the Committee voted 4-0-0 to approve the Minutes of the Regular Meeting of the BET HR Committee on May 14, 2019. Motion carried.

2. **Human Resources Reports (continued)**
• **Unemployment Report**

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Respectfully submitted,

[signature]

Catherine Sidor, Recording Secretary

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Anthony Turner, Chairman, Human Resources Committee