

1. BET HR Comm. Webinar Agenda_1-12-2022

Documents:

[BET HR COMM WEBINAR AGENDA_01-12-2022.PDF](#)

1.I. SUB_TO_APP_BET HR Comm. Meeting Minutes_12-14-2021

Documents:

[SUB_TO_APP_BET HR COMM MEETING MINUTES_12-14-2021.PDF](#)



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

**HUMAN RESOURCES COMMITTEE
REGULAR MEETING**

Wednesday, January 12, 2022 - 8:30 A.M.

Zoom Webinar:

<https://greenwichct.zoom.us/j/86458539436?pwd=STFiQ1BsMkRwSjRzWnRkeVQ5VVRDUT09>

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AGENDA

1. HR Reports
 - Vacant and Posted Vacant Position Listings
 - Workers Compensation Expense Report
2. New Business:
 - Request to reclassify a part-time GMEA position to a full-time GMEA position at the Planning & Zoning Dept.
3. Acceptance of Minutes
 - December 14, 2021
4. Adjournment

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
HUMAN RESOURCES COMMITTEE
REGULAR MEETING**

Cone Room
Tuesday, December 14, 2021

Committee

Present: Karen Fassuliotis, Committee Chair; William Drake, Miriam Kreuzer, Elizabeth K. Krumeich

Staff: Erica Mahoney, Ass't Director, Human Resources (HR Dept); Peter Mynarski, Comptroller; Mary Pepe, Director, HR Dept

Guest: Nisha Arora, BET-Elect

Committee Chair, Ms. Fassuliotis, called the meeting to order at 8:30 A.M.

HR Reports

• **Vacancy and posted Vacant Position Listings**

Ms. Pepe highlighted the following items from the written HR Department's Vacancy Report.

- **Statistician** – Due to retirement and succession planning, the Assessor's Office exchanged the vacant position of Assistant Assessor for an immediate need, Statistician. The position title and job description have been rewritten during the process of approval for the change.
- **Heavy Duty Mechanic Technician** – The Fleet Department is reviewing the job description with the intention of downgrading the job title and position grade to lesser mechanical skills that would reduce costs and build a support team for less demanding repairs.
- **Director of Facilities** – The Director of Facilities for The Nathaniel Witherell (TNW) resigned his position. TNW management anticipates posting this position in January 2022.
- **Social Worker** – Due to a promotion at TNW, its staffing requires the addition of a part-time social worker.
- **Certified Nursing Assistant** –The staffing model was subject to changes to address certain units that needed greater support. Two grievances were filed by Local 456 International Brotherhood of Teamsters (Teamsters) to change part-time employees to full-time staff. The union grieves that the employees were working full-time hours (35 hours a week) but being paid part-time wages. TNW is also recruiting a full-time CNA.

• **Unemployment**

The Committee asked if unemployment costs were related to COVID-19 absences. It was explained that a state/Federal credit of 75% was stopped in September. The numbers will be adjusted to reflect the credits.

- **Workers' Compensation Report**

Mr. Mynarski reported at 22-week into the fiscal year, the Workers' Compensation Fund was trending well with a surplus balance of \$210,722.

Old Business

- **Human Resources Update**

Town - Ms. Pepe remarked that 75% of employees volunteered information about receiving COVID-19 vaccinations. The Health Department continues to recommend wearing masks in Town Hall. On a case-by-case basis, religious accommodations have been extended to some TNW employees. Currently there is no monetary consequence for unvaccinated employees.

- **Board of Education** – BOE Director of Human Resources Shamain Johnson did not attend the meeting. The Committee requested additional information from the BOE Human Resources Department on the number of vaccinated BOE employees and the number undergoing weekly testing for COVID-19 rather than being vaccinated.

Approval of BET HR Committee Meeting Minutes

Ms. Kreuzer made a motion, seconded by Mr. Drake, to approve the Minutes of October 13, 2021, Regular BET Human Resources Committee Meeting together with her amendments and the Committee voted 4-0-0. Motion carried.

Ms. Kreuzer made a motion, seconded by Mr. Drake, to approve the Minutes of November 8, 2021, Regular BET Human Resources Committee Meeting and the Committee voted 4-0-0. Motion carried.

Chair's Remarks

The Chair thanked Ms. Krumeich for her contribution to the HR Committee work upon her retirement from the BET and the Committee.

Adjournment

Mr. Drake made a motion, seconded by Ms. Kreuzer, to adjourn the meeting at 9:14 A.M. Motion carried.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Karen Fassuliotis, HR Committee
Chair

Next Meeting – Wednesday, January 12, 2022, at 8:30 A.M. which will be either a virtual meeting, hybrid or in-person meeting depending on the status of COVID-19 and any COVID-19 instructions.

SUBJECT TO APPROVAL