

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

**REGULAR MEETING
HUMAN RESOURCES COMMITTEE MINUTES**

Wednesday, March 11, 2020
Parks & Recreation Conference Room, 2nd Floor

Committee

Present: Karen Fassuliotis, Committee Chair; Debra Hess, Miriam Kreuzer, Elizabeth K. Krumeich

Staff: Erica Mahoney, Ass't Director, HR; Peter Mynarski, Comptroller; Mary Pepe, Director, HR;

BET: Michael Mason, BET Chairman; Andy Duus, Leslie Moriarty, Jeffrey S. Ramer, Leslie Tarkington

RTM: Dan Ozizmir, RTM D-5 and LCC Chair

The Chairman called the meeting to order at 8:30 A.M.

1. EXECUTIVE SESSION

The Committee entered into an Executive Session.

Upon a motion by Ms. Hess, seconded by Ms. Krumeich, the Committee voted unanimously to go into Executive Session at 8:31 AM to discuss pending cases in litigation. Motion carried.

Upon a motion by Ms. Krumeich, seconded by Ms. Hess, the Committee voted 2-0-0 to come out of Executive Session at 9:03 AM. Motion carried.

The Committee exited the Executive Session.

2. HR Reports

• **Unemployment Report**

HR Director Pepe reviewed the six-month Unemployment Charges report with the Committee. It was noted that BOE charges in FY20 were significantly higher as compared to FY19. Ms. Pepe with follow-up with BOE and forward additional information to the Committee.

• **Workers Compensation Claims**

Ms. Pepe commented that claims for December FY19 were slightly higher in comparison to FY18. Medical claims for Strains & Slip/Fall were the most frequent, followed by Incident Only claims; Lost Time claims were the least frequent. Claims for July 2019 through December 2019 numbered 144 compared to 136 in the prior year. Total claim cost FY19 were highest for BOE, which are projected to be paid and include reserved expenses for a total of \$247,759.

- **Workers Compensation Analysis**

Mr. Mynarski commented that at 38 weeks into the fiscal year, the trend continues to be favorable as of this meeting with a current surplus of \$307,082. Mr. Mynarski also cautioned that one claim could reverse that trend but for now it trends favorably to the benefit of the town.

- **Vacancy Report**

The Committee reviewed the Vacancy Listing Report:

3. **Old Business**

The Committee asked for updates on the following vacant positions:

- **Collective Bargaining Specialist** - Interviews are taking place for the position. Ms. Pepe explained that the position's job description had been downgraded to reflect the major duties of its activity and the salary lowered accordingly. She also confirmed that the position will be reporting directly to the First Selectman.
- **The Nathaniel Witherell Executive Director** position - Second round of interviews taking place currently; salary seems not to be as significant a factor as it was with the first group of applicants.
- **Internal Auditor** position - Interviews have been scheduled for a new group of applicants.
- **Human Services Director** - The Human Services Board is engaged in discussions about the ideal candidate's profile and it is anticipated that the position will not be filled before the summer of 2020. It was suggested by one committee member that it might be timely to review whether it would be possible to combine the Human Services and Health Departments into one department before a new Human Services Director is recruited. It was proposed that it be studied on a parallel track while the job description is being reviewed.
- **Police applicant recruiting** – After screening interviews, health and physical testing, approximately 140 applicants were found to be qualified for the written examination. Sixty-five individuals went on to the Oral Examination. There are 63 individuals who are now on the eligibility list (49 men, 13 women, of which 5 applicants are veterans). There does not seem to be a shortage of individuals applying to the Police Department.
- **Law Department** - the new Town Attorney is still evaluating whether or not to fill vacant positions which are now open due to retirements (one attorney and one paralegal).

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

Upon a motion by Ms. Hess, seconded by Ms. Krumeich, the Committee voted 4-0-0 to accept the Minutes of the Regular BET HR Committee Meeting held on February 18, 2020 as amended. Motion carried.

Upon a motion by Ms. Hess, seconded by Ms. Krumeich, the Committee voted 4-0-0 to accept the Minutes of the Regular BET HR Committee Meeting held on February 24, 2020. Motion carried.

5. Adjournment

Upon a motion by Ms. Hess, seconded by Ms. Krumeich, the Committee voted 4-0-0 to adjourn the meeting at 9:31:36 A.M. Motion carried.

The next Regular Meeting of the BET Human Resources Committee is scheduled for Wednesday, April 15, 2020 at 8:30 A.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Karen Fassuliotis, HR Committee Chair

SUBJECT TO APPROVAL