



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

**Thursday, March 2, 2023 - 8:30 A.M.
Cone Room**

AGENDA

1. HR Reports
 - Vacant and Posted Vacant Position Listings
 - Unemployment Report
 - Workers Compensation Report
 - OSHA Summary Review
2. Approval of 0.43 FTE Headcount Increase for Police Dept
3. Approval of Minutes
 - February 15, 2023
4. Adjournment

William Drake, HR Committee Chairman

Town of Greenwich
Vacant Position Listing - March 2023

<u>Department and Job Description</u>	<u>Grade</u>	<u>Vacancy Date</u>	<u>Comments</u>
600 BOE - Administration			
PPS Data Specialist @ Havemeyer	G-D	3/25/2019	Grant Funded Position on Hold
Accounting & Medicaid Clerk @ Havemeyer	G-C	11/10/2022	Conditional Offer Pending
Cook II	GF-2	12/12/2022	List to Department 1/17/23
Administrative Assistant - School @ GHS/Nursing	G-B	1/20/2023	Awaiting Request to Fill
Human Resources Administrator	L-D	1/1/2023	List to Department 2/13/23
School Activity Fund Clerk	G-C	1/13/2023	Posted
Administrative Staff Assistant II @ GHS	G-D	1/18/2023	List to Department 1/17/23
Financial Reporting and Analysis Specialist	L-F	N/A	List to Department 2/9/23
640 BOE - Operation of Plants			
HVAC Repair and Maintenance Mechanic	T-11	4/18/2021	Performance exam being scheduled
Custodian II	T-7	11/21/2022	Performance exam 2/28 and 3/1
Custodian II	T-7	12/19/2022	Performance exam 2/28 and 3/1
196 Commission on Aging			
Senior Center Program Specialist	L-F	12/1/2022	Conditional Offer Pending
Senior Center Administrator	L-D	2/1/2023	Posted
205 Fire			
Assistant Fire Chief	MC-8	12/1/2022	Conditional Offer Pending
380 Fleet			
Heavy Duty Vehicle Mechanic	T-12	5/1/2021	Written exam 3/2/23
701 Greenwich Library			
Library Clerk	G-E	12/24/2021	List to Department 11/3/22
Library Clerk	G-E	6/3/2022	List to Department 11/3/22
Library Clerk	G-E	1/1/2023	List to Department 11/3/22
Library Technical Assistant	G-C	2/1/2023	List to Department 10/18/22
Performing Arts Librarian	L-F/E	9/25/2022	List to Department 2/20/23
Children Services Librarian	L-F/E	2/6/2023	List to Department 2/1/23
Library Innovation Lab Specialist	L-E	9/19/2022	Job Description Under Review; Temp filling in
Library Manager - Resources	L-B	2/17/2023	Posted
Library Manager - Info Services	L-B	2/19/2023	Job Description Under Review

<u>Department and Job Description</u>	<u>Grade</u>	<u>Vacancy Date</u>	<u>Comments</u>
401 Health Department			
Business Office Manager	L-F	12/2/2022	List to the Department 1/4/23
Public Health Dental Hygienist (10 month position)	G-B	12/9/2022	Conditional Offer Pending
Public Health Educator (Grant Funded)	L-C	N/A	List to Department 2/10/23
502 Human Services			
Human Services Provider II	L-E	12/16/2022	List to Department 1/30/23
450 Nathaniel Witherell			
Director of Financial Operations	MC-8	1/1/2023	Posted
Business Services Coordinator (medical biller)	L-F	7/29/2022	Position under review
Associate Director of Nursing	H-2	8/1/2022	Job Description Under Review/To be Re-Posted
Clinical Case Manager	H-04	5/1/2022	List to Department 2/13/23
Marketing Coordinator	L-D	4/24/2022	List to Department 2/7/23
Administrative Assistant to the Nursing Director	G-B	1/1/2023	Conditional Offer Pending
Certified Nursing Assistant	TNW	7/22/2022	List to Department 2/22/23
Certified Nursing Assistant	TNW	10/1/2022	To be re-posted
Certified Nursing Assistant	TNW	9/1/2022	To be re-posted
Certified Nursing Assistant	TNW	1/13/2023	To be re-posted
Certified Nursing Assistant	TNW	1/17/2023	To be re-posted
Housekeeper	NT2	9/30/2022	Re-posted
Housekeeper	NT2	12/2/2022	Re-posted
Food Service Worker	NT1	1/1/2023	Position on hold
822 Parks & Rec - Parks			
Park Gardener I	T-4	10/9/2022	Performance Exam 3/13/23
Park Gardener I	T-4	11/11/2022	Performance Exam 3/13/23
Park Gardener I	T-4	1/27/2023	Performance Exam 3/13/23
Park Gardener I	T-4	2/1/2023	Performance Exam 3/13/23
Park Foreman	T-13	2/3/2023	Posted
832/834 Parks & Rec - Marine			
Dockmaster	T-7	6/1/2022	Re-posted
Painter	T-08	1/1/2023	Job Description Under Review
Warehouse Supervisor	T-08	1/1/2023	Job Description Under Review

<u>Department and Job Description</u>	<u>Grade</u>	<u>Vacancy Date</u>	<u>Comments</u>
171 Planning and Zoning			
Deputy Director of Planning and Zoning	MC-8	1/1/2023	Conditional Offer Pending
212 Police - Dispatch			
Public Safety Dispatch Telecommunicator	G-D	6/13/2022	List to Department 12/16/22; Background Checks in Progress
Public Safety Dispatch Telecommunicator	G-D	1/10/2023	List to Department 12/16/22; Background Checks in Progress
217 Police - Patrol			
Police Officer	P-01	8/6/2022	Conditional Offer Pending
Police Officer	P-01	9/25/2022	Conditional Offer Pending
Police Officer	P-01	10/1/2022	Conditional Offer Pending
Police Officer	P-01	11/4/2022	List to Department 2/3/23; Background Checks in Progress
Police Officer	P-01	12/1/2022	List to Department 2/3/23; Background Checks in Progress
Police Officer	P-01	1/1/2023	List to Department 2/3/23; Background Checks in Progress
301 Public Works - Administration			
Accounting Clerk II	G-C	2/1/2023	Written Exam 3/2/23
302 Public Works - Engineering			
Civil Engineer - Traffic Asset	L-E	1/9/2023	Job Description Under Review
312 Public Works - Highway			
Laborer	T-4	10/1/2022	Conditional Offer Pending
345 Public Works - BC&M			
Carpenter	T-08	11/28/2002	Performance exam to be Scheduled
351 Public Works - Building Inspection			
Electrical Inspector	G-A	1/16/2023	Posted
Building Official	L-A	2/1/2023	Posted
361 Public Works - Sewer Division			
Process Control Manager	L-C	1/23/2018	Posted
Sewer Plant Operator II	T-12	4/1/2019	Re-posted
Maintenance Mechanic II - Sewer	T-08	10/23/2022	Re-posted
Total Vacant Positions	68		

<u>Department and Job Description</u>	<u>Grade</u>	<u>Vacancy Date</u>	<u>Comments</u>
Upcoming Vacancies or Recruitments Underway			
DPW			
Senior Civil Engineer	L-B	4/1/2023	Job Description Under Review
Fire			
Fire Lieutenant	F-02	N/A	Written Exam 3/22/23; Oral Exam 3/30/23
Health			
Bacteriologist	L-E	4/1/2023	Posted
IT			
PC Application Support Specialist	L-F	4/1/2023	Job Description Under Review
Law			
Legal Assistant	G-C	2/21/2023	Position under review
Assistant Town Attorney	AT3	4/1/2023	Position under review
Nathaniel Witherell			
LPN/Staff Nurse	N2F	4/1/2023	To be Posted
Parks & Rec			
Park Gardener I	T-4	4/1/2023	Performance Exam 3/13/23
Marine Operations Manager	L-C	4/1/2023	Posted

**Unemployment Charges by Department
Fiscal Year 22-23 vs 21-22
As of December 2022**

BOE

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$24,804	\$27,583			\$52,387
Fiscal Year 21-22	\$74,667	\$48,757			\$123,424
Increase/(Decrease)	(\$49,863)	(\$21,174)	\$0	\$0	(\$71,037)

Administrative Services

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Commission on Aging

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Finance-BET

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Fire

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$71	\$69			\$140
Increase/(Decrease)	(\$71)	(\$69)	\$0	\$0	(\$140)

First Selectman's Office

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Fleet Department

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Greenwich Library

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$2,844	\$0			\$2,844
Increase/(Decrease)	(\$2,844)	\$0	\$0	\$0	(\$2,844)

Health Department

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Human Resources

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$1,060	\$0			\$1,060
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$1,060	\$0	\$0	\$0	\$1,060

Human Services

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$2,848	\$1,068			\$3,916
Increase/(Decrease)	(\$2,848)	(\$1,068)	\$0	\$0	(\$3,916)

Information Technology

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Law Department

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Nathaniel Witherell

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$10,918	\$6,300			\$17,218
Fiscal Year 21-22	\$28,096	\$19,224			\$47,320
Increase/(Decrease)	(\$17,178)	(\$12,924)	\$0	\$0	(\$30,102)

Parking Services

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Parks & Recreation

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$11,446	\$14,388			\$25,834
Fiscal Year 21-22	\$12,579	\$15,604			\$28,183
Increase/(Decrease)	(\$1,133)	(\$1,216)	\$0	\$0	(\$2,349)

Perrot Library

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$897	\$276			\$1,173
Increase/(Decrease)	(\$897)	(\$276)	\$0	\$0	(\$1,173)

Planning and Zoning

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Police Department

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$3,647	\$0			\$3,647
Fiscal Year 21-22	\$7,254	\$426			\$7,680
Increase/(Decrease)	(\$3,607)	(\$426)	\$0	\$0	(\$4,033)

Public Works

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$3,654	\$0			\$3,654
Fiscal Year 21-22	\$0	\$27			\$27
Increase/(Decrease)	\$3,654	(\$27)	\$0	\$0	\$3,627

Registrars Office

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Tax Assessor

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$1,710	\$3,990			\$5,700
Increase/(Decrease)	(\$1,710)	(\$3,990)	\$0	\$0	(\$5,700)

Town Clerk

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$0	\$0			\$0
Fiscal Year 21-22	\$0	\$0			\$0
Increase/(Decrease)	\$0	\$0	\$0	\$0	\$0

Total - Town of Greenwich

	<u>July/Aug/Sep</u>	<u>Oct/Nov/Dec</u>	<u>Jan/Feb/Mar</u>	<u>Apr/May/June</u>	<u>YTD</u>
Fiscal Year 22-23	\$55,529	\$48,271			\$103,800
Fiscal Year 21-22	\$130,966	\$89,441			\$220,407
Increase/(Decrease)	(\$75,437)	(\$41,170)	\$0	\$0	(\$116,607)

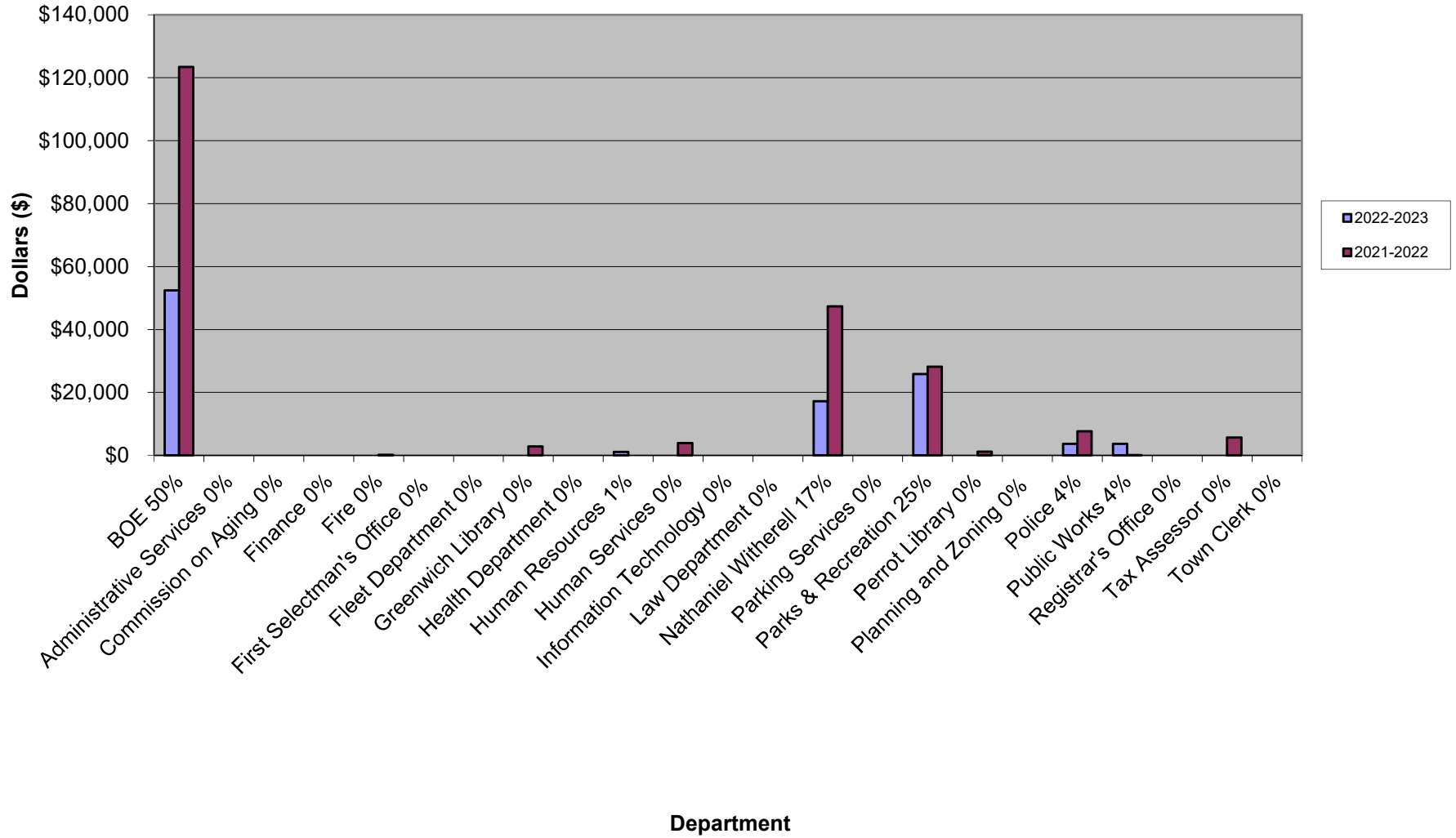
**Town of Greenwich
Gross Unemployment Expense by Category**

July 1, 2022 to December 31, 2022						
Total Costs To Date						Grand Total
Location	# of claimants	Full-Time	Part -Time	Substitutes	Seasonal/ Temporary	(6 months' cost)
Board of Education	14	\$ 32,016.00	\$ -	\$ 18,737.00	\$ 1,634.00	\$ 52,387.00
Town	21	\$ 21,920.00	\$ 3,659.00		\$ 25,834.00	\$ 51,413.00
Total	35	\$ 53,936.00	\$ 3,659.00	\$ 18,737.00	\$ 27,468.00	\$ 103,800.00

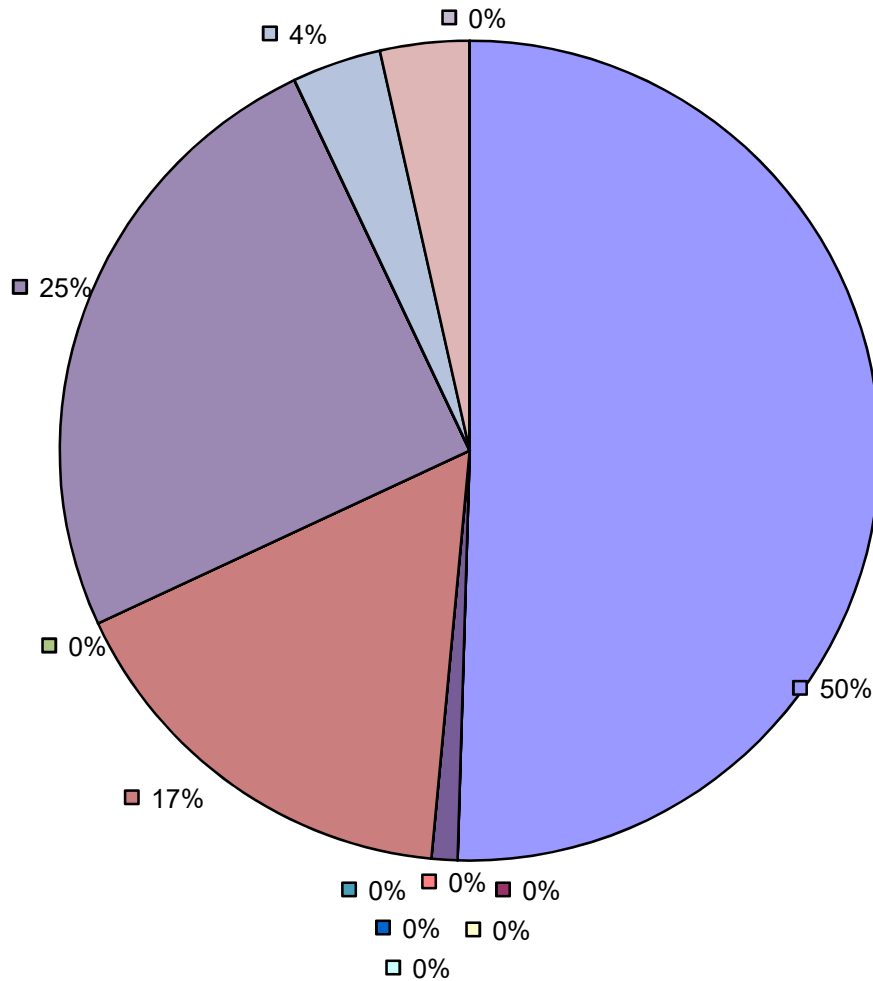
July 1, 2021 to December 31, 2021						
Total Costs To Date						Grand Total
Location	# of claimants	Full-Time	Part -Time	Substitutes	Seasonal/ Temporary	(6 months' cost)
Board of Education	45	\$ 75,855.00	\$ 14,543.00	\$ 26,254.00	\$ 6,772.00	\$ 123,424.00
Town	54	\$ 30,527.00	\$ 38,273.00		\$ 28,183.00	\$ 96,983.00
Total	99	\$ 106,382.00	\$ 52,816.00	\$ 26,254.00	\$ 34,955.00	\$ 220,407.00

July 1, 2021 to June 30, 2022						
Total Costs To Date						Grand Total
Location	# of claimants	Full-Time	Part -Time	Substitutes	Seasonal/ Temporary	(12 months' cost)
Board of Education	54	\$ 89,928.00	\$ 27,371.00	\$ 32,116.00	\$ 14,754.00	\$ 164,169.00
Town	67	\$ 72,035.00	\$ 43,759.00		\$ 55,607.00	\$ 171,401.00
Total	121	\$ 161,963.00	\$ 71,130.00	\$ 32,116.00	\$ 70,361.00	\$ 335,570.00

Unemployment Comparison - 7/1/2022- 12/31/2022 through 7/1/2021-12/31/2021



Unemployment Fiscal Year to Date through December 2022



- BOE 50%
- Commission on Aging 0%
- Fire 0%
- Fleet Department 0%
- Health Department 0%
- Human Services 0%
- Law Department 0%
- Parking Services 0%
- Perrot Library 0%
- Registrar's Office 0%
- Town Clerk 0%
- Administrative Services 0%
- Finance 0%
- First Selectman's Office 0%
- Greenwich Library 0%
- Human Resources 1%
- Information Technology 0%
- Nathaniel Witherell 17%
- Parks & Recreation 25%
- Planning and Zoning 0%
- Public Works 4%
- Tax Assessor 0%

**WORKERS' COMPENSATION CLAIM REPORT
FOR CLAIMS FILED FROM JULY 1, 2022 THROUGH DECEMBER 31, 2022**

July 1, 2022-December 31, 2022 Department Claim Detail

	Number of FTE Positions	Total Claims	Percent of Claims Per Department Head Count	Total Claim Cost
Board of Education	1477.62	30	2%	\$ 48,307
Fire Department *	197.00	22	11%	\$ 106,196
General Government	310.07	5	2%	\$ 3,386
Nathaniel Witherell	203.72	15	7%	\$ 14,320
Parks & Recreation	173.22	11	6%	\$ 87,465
Police Department	199.30	14	7%	\$ 40,934
Public Works	167.97	6	4%	\$ 58,446

*Fire count includes 90 Volunteer Firefighters

July 1, 2022-December 31, 2022 Projected Paid and Reserved Expenses

There are 103 reported claims with projected paid and reserved expenses that total \$359,054.

Comparison Claim Count July 1, 2022 through December 31, 2022 to July 1, 2021 through December 31, 2021

- The claim count from July 1, 2022 through December 31, 2022 is 103, as opposed to 112 claims from the prior fiscal year.
- The projected paid and reserved expenses for claims from July 1, 2022 through December 31, 2022 total \$359,054. The actual current value of paid and reserved expenses for claims reported July 1, 2021 through December 31, 2021 total \$1,014,871.

October 2022 Workers' Compensation Claims

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	2	0	0	0	0	1	0	0	0	0	0	0	0	3
Medical	0	4	0	4	0	1	0	0	0	0	0	0	0	1	10
Incident Only	0	4	0	2	0	0	1	0	0	0	0	0	0	0	7
Total	0	10	0	6	0	1	2	0	0	0	0	0	0	1	20

October 2022 Wage Replacement Costs

Statutory Wage Replacement Benefits: \$ 13,438
 Contractual Salary Continuation Benefits: \$ 20,232

Total: \$ 33,670

November 2022 Workers' Compensation Claims

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Medical	0	3	1	1	0	2	0	1	0	1	0	0	0	0	9
Incident Only	0	4	0	3	0	1	4	0	0	0	0	0	0	0	12
Total	0	7	1	4	0	3	4	1	1	1	0	0	0	0	22

November 2022 Wage Replacement Costs

Statutory Wage Replacement Benefits:	\$ 32,281
Contractual Salary Continuation Benefits:	<u>\$ 21,141</u>
Total:	\$ 53,422

December 2022 Workers' Compensation Claims

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	1	0	0	1	0	0	0	0	0	0	0	2
Medical	0	2	1	2	0	0	0	0	0	0	0	0	0	1	6
Incident Only	0	1	2	2	0	1	2	0	0	0	0	0	0	0	8
Total	0	3	3	5	0	1	3	0	0	0	0	0	0	1	16

December 2022 Wage Replacement Costs

Statutory Wage Replacement Benefits: \$ 29,311

Contractual Salary Continuation Benefits: \$ 16,831

Total: \$ 46,142

Workers' Compensation Claims by Department
Fiscal Year Comparison (July 1, 2022-December 31, 2022 vs. July 1, 2021-December 31, 2021)

All Departments Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	3	1	2	0	0	3	0	1	0	0	0	0	0	10
Medical	1	13	8	14	2	7	2	2	0	3	0	0	1	3	56
Incident Only	0	12	5	9	1	2	7	1	0	0	0	0	0	0	37
Total	1	28	14	25	3	9	12	3	1	3	0	0	1	3	103

All Departments Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	1	12	1	3	0	0	2	2	2	0	0	0	0	0	23
Medical	0	10	8	7	2	2	12	1	2	3	1	1	1	0	50
Incident Only	1	6	7	8	0	2	9	2	2	0	0	0	0	2	39
Total	2	28	16	18	2	4	23	5	6	3	1	1	1	2	112

Board of Education Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	1	0	0	0	0	2	0	0	0	0	0	0	0	3
Medical	0	1	3	4	0	2	1	1	0	0	0	0	0	0	12
Incident Only	0	5	0	4	0	0	6	0	0	0	0	0	0	0	15
Total	0	7	3	8	0	2	9	1	0	0	0	0	0	0	30

Board of Education Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	2	0	2	0	0	1	0	2	0	0	0	0	0	7
Medical	0	2	2	6	0	0	12	1	0	0	0	0	0	0	23
Incident Only	0	1	3	4	0	0	7	2	1	0	0	0	0	1	19
Total	0	5	5	12	0	0	20	3	3	0	0	0	0	1	49

Fire Department Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Medical	0	1	1	2	1	3	0	0	0	0	0	0	1	3	12
Incident Only	0	2	3	2	0	2	0	1	0	0	0	0	0	0	10
Total	0	4	4	4	1	5	0	1	0	0	0	0	1	3	23

Fire Department Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
Medical	0	2	2	0	0	0	0	0	0	0	1	0	1	0	6
Incident Only	0	1	1	0	0	2	0	0	0	0	0	0	0	1	5
Total	0	6	3	0	0	2	0	0	0	0	1	0	1	1	14

General Government Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	0	1	1	2	0	1	0	0	0	0	0	0	0	0	5
Incident Only	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	1	1	2	0	1	0	0	0	0	0	0	0	0	5

General Government Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Incident Only	0	1	1	0	0	0	0	0	0	0	0	0	0	0	2
Total	0	2	1	0	0	0	0	0	0	0	0	0	0	0	3

Nathaniel Witherell Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	0	3	1	2	0	0	0	0	0	0	0	0	0	0	6
Incident Only	0	3	1	3	0	0	1	0	0	0	0	0	0	0	8
Total	0	6	2	5	0	0	1	0	0	0	0	0	0	0	14

Nathaniel Witherell Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	0	1	0	0	0	1	0	0	0	0	0	1	0	0	3
Incident Only	0	2	2	1	0	0	0	0	0	0	0	0	0	0	5
Total	0	3	2	1	0	1	0	0	0	0	0	1	0	0	8

Parks & Recreation Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Medical	1	2	2	1	1	1	0	0	0	2	0	0	0	0	10
Incident Only	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	2	2	2	1	1	0	0	0	2	0	0	0	0	11

Parks & Recreation Fiscal Year to Date (July 1, 2021-December 31, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	5	0	1	0	0	0	2	0	0	0	0	0	0	8
Medical	0	1	1	0	0	0	0	0	0	1	0	0	0	0	3
Incident Only	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Total	0	6	1	1	0	0	1	2	0	1	0	0	0	0	12

Police Fiscal Year to Date (July 1, 2022-December 31, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	1	0	1	0	0	1	0	0	0	0	0	0	0	3
Medical	0	5	0	1	0	0	1	0	0	0	0	0	0	0	7
Incident Only	0	2	1	0	1	0	0	0	0	0	0	0	0	0	4
Total	0	8	1	2	1	0	2	0	0	0	0	0	0	0	14

Police Fiscal Year to Date (July 1, 2021-June 30, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	1	1	1	0	0	0	1	0	0	0	0	0	0	0	4
Medical	0	2	1	1	1	0	0	0	2	1	0	0	0	0	8
Incident Only	1	0	0	2	0	0	1	0	1	0	0	0	0	0	5
Total	2	3	2	3	1	0	2	0	3	1	0	0	0	0	17

Public Works Fiscal Year to Date (July 1, 2022-June 30, 2022)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	0	1	0	0	0	0	0	1	0	0	0	0	0	2
Medical	0	0	0	2	0	0	0	1	0	1	0	0	0	0	4
Incident Only	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	2	0	0	0	1	1	1	0	0	0	0	6

Public Works Fiscal Year to Date (July 1, 2021-June 30, 2021)

	Repetitive Sprains & Strains	Isolated Sprains & Strains	Struck (Not by Person)	Slip and Fall	Animal Insect Bite	Exposure to	Assault	Caught Crushed	Motor Vehicle	Foreign Object in Eye	Mental Stress	Needle-stick	Heart	Other	Total
Lost Time	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Medical	0	1	2	0	1	1	0	0	0	1	0	0	0	0	6
Incident Only	0	1	0	1	0	0	0	0	0	0	0	0	0	0	2
Total	0	4	2	1	1	1	0	0	0	1	0	0	0	0	10

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
HUMAN RESOURCES COMMITTEE
REGULAR MEETING MINUTES
Cone Room
Wednesday, February 15, 2023 – 9:00 A.M.**

Committee

Present: William Drake, Chair; Harry Fisher, Miriam Kreuzer, Stephen Selbst

Staff: Richard Feminella, Waste Water Division Manager, Dept. of Public Works; Alison Graham, Employee Benefits Manager; Erica Mahoney, Assistant Human Resources Director; Michael Mason, Head of Labor Relations; Peter Mynarski, Comptroller; Mary Pepe, Human Resources Director; Amy Siebert, Commissioner, Dept. of Public Works

BOE: Dr. Jonathan Budd, Greenwich Public Schools Chief Human Resources Officer

BET: Leslie Moriarty, Dan Ozizmir, Leslie Tarkington

Guest: Larry Simon, Board Chairman, The Nathaniel Witherell

Committee Chairman Drake called the meeting to order at 9:03 A.M.

1. Discussion and vote on Management & Confidential (“M&C”) employees pay increases

Upon a motion made by Mr. Fisher, seconded by Mr. Drake, a 2.5% base salary increase was proposed for M&C employees for FY24, with a 1 percentage point increase in healthcare contribution from the current 12% to 13% for M&C and Elected Officials.

While Elected Officials salary was voted in the previous HR Committee meeting, the healthcare contribution for this group has historically tracked that of M&C’s and the vote was clarified to include elected officials and will do so going forward. Discussion included the need to raise the healthcare contribution to more closely align with that of other professional bargaining units. Committee members agreed that the M&C compensation analysis would be useful to the discussion in subsequent years. The funds for the M&C Compensation analysis by an external consultant would be before the full BET in February or March 2023.

Ms. Kreuzer clarified that the HR Committee voted to increase healthcare contribution to 12.5% in last year’s M&C compensation vote; however, it appears that 12% was the actual contribution in FY23.

The motion passed 4-0.

2. Discussion and vote on headcount changes in the Salary Schedules of the Budget Book

Commissioner Siebert and Wastewater Division Manager Richard Feminella presented their request for a new position to the Sewer Division of a full-time Sewer Division Application Coordinator. Commissioner Siebert explained further the need for this position is due to the

overwhelmingly high requests for sewer-related needs and permits. The addition of the new position would improve Town resident experience by increasing timeliness of permit approval.

Upon a motion by Mr. Fisher, seconded by Mr. Selbst, to approve the addition of this new position, the Committee voted 4-0. Motion carried.

Dr. Budd provided the Committee with several clerical changes / clarifications to the FY23-24 Budget Table of Organization (“TOO”) for the Board of Education. In addition, he presented the need for converting 2 part-time bi-lingual customer service representatives at the Havemeyer Building to one full-time position, noting the difficulty of sourcing employees for the position and the need for increased efficiency. Dr. Budd clarified the need for an interim approval in the FY23 budget.

The Committee approved this item unanimously.

Mr. Simon provided the Committee with several clerical changes/clarifications to the FY23-24 Budget TOO for the Nathaniel Witherell. There had been an inadvertent omission of various full-time equivalent part-time positions in the FY22-23 TOO that should be corrected in the FY23-24 TOO.

Upon a motion by Mr. Fisher, seconded by Ms. Kreuzer, the Committee voted 4-0 to approve making changes to FY24 TOO to correct the clerical error and include full-time equivalents of the missing part-time positions.

Mr. Simon presented his request for three additional positions in Food Services at the Nathaniel Witherell (“TNW”). TNW had contracted an external food service vendor, who was unable to meet contractual obligations; therefore, TNW had been contracting three food service workers directly at a costly hourly rate. While Mr. Simon was presenting this as a FY24 TOO change, he noted that a more immediate approval would lead to cost savings in the current fiscal year.

Upon a second motion by Mr. Fisher, seconded by Mr. Drake, proposed an amendment from FY23-24 to FY22-23 in the formal ask of TNW for these positions. The Committee voted 4-0, as amended. Motion carried.

3. New Business – FY23-24 Budget Resolution

The Committee was asked to consider changes to the prior year FY 2023 Budget Resolution related to Human Resource matters. Mr. Fisher made a motion to change one resolution and the Committee also added additional clarifying language. The changes are underlined below.

IT IS FURTHER RESOLVED that any additions to the number of positions in any department’s TOO in FY2022-2023 that will result in an increase of the Town’s retirement obligations or contribution to any deferred compensation savings plan is subject to approval by the BET; and

IT IS FURTHER RESOLVED that any reorganization of a department (*i.e.* resulting in increases to the Town’s retirement obligations or contributions to any deferred compensation savings plan) shall be subject to approval by the BET; and

IT IS FURTHER RESOLVED that any reclassification of a position that will result in an increase in salary or the Town's retirement obligations or contribution to any deferred compensation savings plan shall be reported to the BET.

Mr. Fisher motioned to approve these changes, seconded by Ms. Kreuzer. The Committee voted 4-0, motion carried.

4. Approval of Minutes – February 6, 2023

Upon a motion by Mr. Drake, seconded by Mr. Fisher to approve the minutes of the BET HR Committee held on February 6, 2023, the Committee voted 4-0. Motion carried.

5. Adjournment

Upon a motion by Mr. Fisher, seconded by Mr. Drake, to adjourn the meeting at 10:29 A.M., the Committee voted 4-0. Motion carried.

Respectfully submitted,

Shira Davis, Recording Secretary

William Drake, HR Committee Chairman