



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

Wednesday, April 13, 2022

Committee

Present: William Drake, Committee Chair; Miriam Kreuzer, Dan Ozizmir, Stephen Selbst

Staff: Erica Mahoney, Assistant Human Resources Director, Peter Mynarski, Comptroller; Mary Pepe, Human Resources Director, Ken Berkson, Retirement Administrator

Other: Mike Wacek, Retirement Board Trustee

Committee Chairman Drake called the meeting to order at 8:34 A.M.

HR Reports

• **Vacancy and Posted Vacant Position Listings**

Ms. Pepe commented that the top three positions at the Board of Education in the Human Resources Department were currently vacant.

Ms. Pepe also stated that the Town's Human Resources is utilizing an outside recruiting service to fill the vacant System Administrator – HRIS position.

Ms. Pepe was asked about filling the Building Construction and Maintenance Superintendent position previously held by Alan Monelli. She commented that the position is currently filled on an interim basis and the process to fill is ongoing.

Mr. Selbst asked about the number of vacant Police Officer positions. Ms. Pepe explained there is a lengthy process to fill police officer positions. She added that part of the process depends on the availability for the new recruits to get into the Police Academy when there are openings.

• **Unemployment Report**

The Unemployment Report was presented to the Committee which continued to show favorable trends. Mr. Mynarski commented that the spike created by the COVID 19 pandemic has moderated and the claims have returned to pre-COVID levels.

- **Workers' Compensation Expense Report**

Mr. Mynarski presented the Workers' Compensation Expense Report and stated the claims continue to be very favorable trending lower.

New Business

- **Request to reclassify a part-time Retirement Coordinator position to a full-time Retirement Coordinator position in Retirement Administration**

This position request was presented by two Retirement Board Trustees, Mr. Mynarski and Mr. Wacek, the current Retirement Administrator, Ken Berkson, and Human Resources Director Ms. Pepe. There was a lengthy discussion regarding the rationale to convert a part-time position to a full-time position.

Mr. Ozizmir commented that he would like to see offsetting cost savings elsewhere and would like to know if the Town Administrator, Ben Branyan, supported this request. He also added that he would like to treat this as a first read.

Mr. Drake made a motion, seconded by Mr. Ozizmir, to have the item deferred to the May 4, 2022 Human Resources Committee meeting after which Mr. Branyan has demonstrated support for the position. The item passed 4-0-0.

Approval of BET HR Committee Meeting Minutes

Upon a motion by Mr. Selbst, seconded by Mr. Ozizmir the Committee voted 3-0-1 (Ms. Kreuzer abstaining due to absence), to approve the March 3, 2022 BET Human Resources Committee Regular Meeting Minutes.

Adjournment

Upon a motion by Ms. Kreuzer, seconded by Mr. Ozizmir, to adjourn the meeting at 9:23 A.M., the Committee voted 4-0-0. Motion carried.

Respectfully submitted,



Shira Davis, Recording Secretary



William Drake, HR Committee Chairman