

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

**HUMAN RESOURCES COMMITTEE
REGULAR MEETING MINUTES**

Wednesday, April 15, 2020
Virtual Webinar

Committee

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

Staff: Cecile Brown, Professional Performance & Compensation Manager, Human Resource (HR) Department (Dept.); Erica Mahoney, Ass't Director, HR Dept.; Peter Mynarski, Comptroller; Mary Pepe, Director, HR Dept

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

RTM: Danyal Ozizmir, RTM D-5, Budget Overview Committee, Vice Chairman and Labor Contracts Committee, Chair

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

1. HR Reports

• **Vacancy Report and New Hires**

Ms. Pepe, HR Director, updated the Committee on the status of several positions:

- Collective Bargaining Specialist candidate has accepted the Town's offer of employment and his hire date is April 27, 2020.
- The Nathaniel Witherell (TNW) Executive Director has accepted the Town's offer of employment and his hire date is April 27, 2020.
- TNW positions recently posted: Deputy Director, Director of Nursing, Director of Financial Operation
- Internal Auditor - virtual interviews are scheduled in April with members of the Audit Committee serving on the interview panel
- Human Services Dept. - Dr. Barry, Commissioner of Human Services, has announced his retirement but has agreed to continue as the Department Director during the COVID-19 pandemic until August 2020. The Human Services Provider II, open since July 1, 2019, was recently reposted but has been challenging to fill due to the bilingual preference.
- Police New Hires - a list of candidates has been submitted to the Police Dept. in advance of possible fiscal year end retirements and openings for new hires at the Police Academy.
- HRIS position in the HR Department is currently being filled by a Consultant during the ADP upgrade process. It is anticipated that there may be a change in the position requirements when the position is ultimately posted. A key requirement will be bi-lingual Spanish fluency.

- **Workers Compensation Claims**

Mr. Mynarski commented that at 43 weeks, through the end of April, a surplus of \$312,722 was anticipated. Given the favorable trend, it was recommended that a reduction of \$125,000 should be made in the FY21 Workers Compensation Budget. A member of the Committee asked if COVID-19 could be considered under a claim for Workers Compensation. Ms. Pepe indicated that COVID-19 did not qualify under Workers Compensation and would require the State of Connecticut and/or federal government to declare a change in the law for it to be considered as such.

2. HR Coronavirus Update

Ms. Pepe reported that the majority of health benefit COVID-19 related claims were from first responders and TNW employees.

Several other results were of note: Employees returning after an absence from work due to COVID-19 are required to bring a note from their medical provider, BOE reported a spike in unemployment claims primarily due to the layoff of per diem substitutes, the hiring of seasonal workers has been cancelled through Memorial Day, Parking Staff has been redeployed to patrol Town parks, and many employees work from home or rotate on 3-day shifts one week and 2 day shifts the next. The Town is working through guidance on workplace masks, social distancing and cleaning protocols in anticipation of the eventual re-opening of town hall. Frequent workplace cleaning is being observed.

The Chair requested that the Committee be updated on future plans for reopening Town Hall and municipal services.

Ms. Pepe commented that the General Municipal Employees Association, Inc. (GMEA) and the United Public Services Employees Union, Unit 90 (UPSEU) collective bargaining agreements have reached tentative agreements. The Laborer's International Union of North America (LIUNA), Local 136, AFL-CIO collective bargaining agreement is scheduled for mediation and the Local 1042 International Association of Firefighters (IAFF), AFL-CIO, collective bargaining agreement is scheduled for arbitration. Both the mediation and arbitration have been rescheduled due to COVID-19. It is anticipated that the GMEA and the UPSEU agreements will be on the Representative Town Meeting's (RTM's) June Call. Director Pepe was questioned as to whether BET members are entitled to be involved in the GMEA and UPSEU labor contract negotiations. Ms. Pepe indicated that she would follow up with the BOE and report back to the Committee.

3. Old Business

No Old Business scheduled for discussion.

4. New Business

No New Business scheduled for discussion.

Approval of BET HR Committee Meeting Minutes

Upon a motion by Ms. Krumeich, seconded by Ms. Hess, the Committee voted 4-0-0 to postpone a vote on the Minutes of the Regular BET HR

Committee Meeting held on March 11, 2020. Motion carried.

5. **Adjournment**

Upon a motion by Ms. Krumeich, seconded by Ms. Kreuzer, the Committee voted 4-0-0 to adjourn the meeting at 9:16 A.M. Motion carried.

The next Regular Meeting of the BET Human Resources Committee is scheduled for Thursday, May 14, 2020, at 8:30 A.M.

Respectfully submitted, ,



Catherine Sidor, Recording Secretary



Karen Fassuliotis, HR Committee Chair