



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

**HUMAN RESOURCES COMMITTEE
REGULAR MEETING MINUTES**

Mazza Room

Wednesday, October 12, 2022 – 8:30 A.M.

Committee

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

Staff: Erica Mahoney, Assistant Human Resources Director; Michael Mason, Head of Labor Relations; Peter Mynarski, Comptroller; Mary Pepe, Human Resources Director

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

BET: Harry Fisher

Committee Chairman Drake called the meeting to order at 8:32 A.M.

HR Reports

1. Request for Proposal (RFP) for a Review of Management and Confidential Salaries and Benefits

The Committee is seeking a Review of Management and Confidential Salaries and Benefits. A draft RFP was included in the meeting packet. Chairman Drake proposed Mr. Mynarski, Ms. Pepe and Mr. Branyan as well as all four HR Committee members to comprise the Evaluation Committee. Ms. Kreuzer asked Ms. Pepe the number of bids anticipated for this RFP, to which Ms. Pepe replied an estimate of 4-5 bids.

Ms. Pepe estimated costs for this RFP between \$50,000-75,000. Mr. Drake said that it is the total compensation which needs to be evaluated, to which Mr. Selbst said the benchmarking should be done against the DC benefits plan.

Mr. Drake said that the RFP deliverable should be a written policy for M&C salary, benefits and total compensation. Mr. Drake proposed approving the RFP, with a few modifications if needed.

Upon a motion by Mr. Selbst, seconded by Mr. Ozizmir, the Committee voted 4 to 0 to move forward with and adopt the RFP with minor changes.

2. Review of the Responsibilities of this Committee in Relation to HR Matters in Public Schools, including TOO and Cabinet Positions

Mr. Selbst noted that he was in communication with Aamina Ahmad, Assistant Town Attorney, to provide the Committee with the scope of authority that the BET has over the Greenwich Public Schools. Mr. Drake asked Mr. Selbst to invite Ms. Ahmad to attend the November HR Committee meeting to provide this information.

3. Update from Public Schools on Hiring Practices Investigations

Dr. Budd is leading the internal investigation, and findings will be brought to the Superintendent of Schools, Dr. Toni Jones. There are currently four external investigations: first by the Town of Greenwich, second by the Commission on Human Rights and Opportunities (CHRO), third by the State of Connecticut Attorney General, and fourth by the Connecticut State Department of Education. Dr. Budd and Assistant Town Attorney Wadler have a meeting with the CHRO this week.

4. HR Reports

- **Vacancy and Posted Vacant Position Listings**

Ms. Pepe stated there are currently three Department Head openings: Director of Environmental Affairs, Town Planner and Director of Greenwich Library. For the Library position, HR department is working with a search firm. There are 2 Assistant Director vacancies within Town Government. One is the Assistant Director of Parks & Recreation which was filled internally and the second is Assistant Director of Environmental Affairs. For the open positions at The Nathaniel Witherell, the HR Department has been working with a search firm to recruit and has proved difficult to fill the positions for Deputy and Nursing Director, and Associate Director of Nursing.

- **Unemployment Report**

At the time of this meeting, the State of Connecticut had still not provided the Town HR Department with the Unemployment Report.

- **Workers Compensation Expense Report**

In response to a question, Mr. Mynarski said that terminated and retired employees are paid out of the OPEB Fund. \$72,426 of payments are for terminated and retired employees. Worker' Compensation costs continue to trend lower.

5. Approval of Minutes September 14, 2022

Upon a motion by Mr. Drake, seconded by Mr. Selbst, the Committee voted 4 to 0 to approve the September 14, 2022 BET HR Committee Regular Meeting minutes, with changes made by Ms. Kreuzer and Mr. Ozizmir.

6. Adjournment

Upon a motion by Mr. Ozizmir, seconded by Ms. Kreuzer, to adjourn the meeting at 9:47 A.M., the Committee voted 4-0-0. Motion carried.

Respectfully submitted,



Shira Davis, Recording Secretary



William Drake, HR Committee Chairman