

Mayor
DAVID R. MARTIN

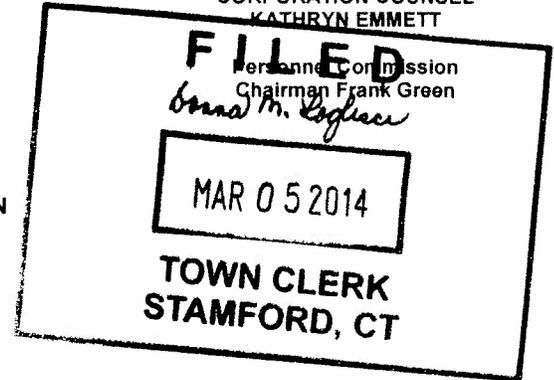


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KATHRYN EMMETT

APPROVED

3-27-14



February 27, 2014 Personnel Commission – Minutes to be approved at next meeting

The Personnel Commission held its Regular Meeting on Thursday, February 27, 2013 at 5:00 p.m. in the Human Resources Conference room on the 9th floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, CT.

Personnel Commission Board Members Present

Frank Green, Chairman
Julie Granser, Commissioner
Peter Nanos, Commissioner

Human Resources:

Clemon Williams, Interim HR Director
Lenora Cavaliero, Ex. Sect. HR

Marc Teichman, Commissioner, via conference call

Minutes of December 12, 2013: Commissioner Granser made motion to approve the minutes, Chairman Green seconded the motion. Minutes were approved unanimously.

ITEM- 1

Request to Create the Time and Attendance Administrator:

After a brief review of the request, Chairman Green made reference to the first paragraph in the request that refers to: *a significant deficiency in a recent audit referring to Police & Fire departments.* Mr. Williams interjected and requested that the Commissions go into Executive Session to discuss the details regarding this position and why the position is needed. Chairman Green asked Mr. Williams if it was necessary to go into executive session prior to the vote and Mr. Williams confirmed yes.

Motion to go into Executive Session was made by Commissioner Teichman, seconded by Commissioner Nanos. The Commissioners voted unanimously to go into executive session.

Commissioners went into: Executive Session at: 5:20 PM

Commissioners and Mr. Williams came out of Executive Session at 5:32 PM

No votes were taken in Executive Session.

Personnel Commission meeting resumed at: 5:32 PM

Commissioner Teichman made motion to approve the position for the Time and Attendance Administrator in with a salary range of: A-9 (\$84,547 to \$108,673) Commissioner Nanos seconded. Commissioners approved the new position unanimously.

Item 2

Request for New Salary: Two seasonal positions not covered by Collective Bargaining:
Pre School Counselor at: \$14 - \$22 per hour and Tram Driver at: \$10 - \$14 per hour.

Commissioner Teichman explained to the Board and Mr. Williams based of his expertise in this field of employment he noted the salary request for the Pre School Counselor were too high and it does not comply with the going rate for Fairfield County at \$11-\$14 per hour for the Counselor position and \$10 per hour for the Tram Driver position.

Mr. Williams requested to the Commissioners that if he amends the Counselor position would they agree to \$11-\$16 per hour rate. Commissioner Teichman stated it's a bit too high but acceptable assuming all the Commissioners are in agreement and keep the Tram Driver at \$10-\$14 per hour.

Motion to accept this request was made by Commissioner Granser for: The two temporary seasonal position rates. Commissioner Nanos seconded the motion. New salaries were approved unanimously.

item 3: Mayor's Requested for advanced starting rate of pay for Chief of Staff reporting to Mayor:

Mr. Williams presented all the back up of other individuals in this type of position located in other areas and Mr. Pollard's resume.

The Commissioners had concerns and discussed the importance of the Personnel Commissioners doing their job. Commissioner Teichman expressed his concern that Mr. Pollard is already on the job and has received the offer. The process needs to be followed and noted that HR department as well as the Administration should not be making the decision prior to the Personnel Commissioners approval. Chairman Green stated that perhaps this meeting should have taken place earlier.

While the Commissioners stressed the fact that Mr. Pollards qualifications that have been eloquently presented by Mr. Williams, there concern is that they wanted sufficient time to look over all the statistics prior to hiring someone. Mr. Williams explained that Mr. Pollard has been in the position approximately 60 days at a salary of \$78,000 as Executive Assistant to the Mayor.

Chairman Green moved to approve the position to \$145,064 top of Step 3 Grade 8 of the Pay Plan. Commissioner Nanos seconded. The motion was approved unanimously.

Chairman Green expressed that the Commissioners want to work with the HR department as well as the Administration and more importantly expressed that they have a job to do protecting the integrity of the City.

On a final note: Mr. Williams shared with the Commissioners that he read through the Charter to learn what is expected of the Personnel Commissioners while noting that we are in fact servants of the City

Item 4 For Notation:

a. Stipend for Cities ADA Officer

Mr. Williams was previously the ADA Officer and received a stipend.
Effective March 3, 2014 Amy Lovoulsi has been appointed as ADA Officer.

b. Contract Update for UAW and 1199 Contracts:

1. Currently in arbitration with UAW -- offered wage increases of: 0% for first year, 2% for second year and 2% for 3rd year.
2. 1199 Contracts: We did a salary survey of the Smith House and we are paying well in access of the market. So we are freezing these jobs and not giving them cost of living increases instead they would get a lump sum payment until the job is consistent with the market and we are not proposing cost of living increases.

Chairman Green is pleased with the outcome of Mr. Williams survey and appreciates all the work that he has done and looking forward to work together for the benefit of the Commission.

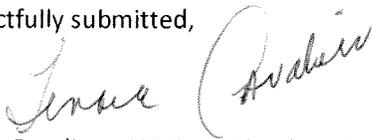
Meeting adjourned:

Chairman Green, made motion to adjourn and Commission Nanos seconded the motion. Meeting adjourned at 6:00 pm.

Next meeting to be held on Thursday, April 24, 2014

Reviewed by: Frank Green, Chairman Personnel Commission Board

Respectfully submitted,



Lenora Cavaliero, HR Executive Secretary

Copies to:

Frank Green, Chairman Personnel Commission
Mayor David R. Martin
Personnel Commission
Kathryn Emmett
Donna Loglisci, Town and City Clerk