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January 24, 2013 Personnel Commission Minutes to be approved at next meeting.

The Personnel Commission held its regular meeting on Thursday, January 24, 2013 at 5:00 p.m. in the Human Resources Conference Room, 9th floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut.

Personnel Commission Board Members Present:
Frank Green, Chairman
Marc Teichman, Commissioner
Peter Nanos, Commissioner

Human Resources: Clemon Williams, HR Assistant Director
Vanesa Francis, HR Generalist
Lenora Cavaliero, HR Executive Secretary

Smith House: Robert Mislow, Director

With a quorum present, Chairman Green called the meeting to order at 5:07 p.m.

Minutes of December 13, 2012:
Commissioner Teichman moved to approve the minutes of December 13, 2013 and minutes were seconded by Commissioner Nanos. Minutes approved.

NEW BUSINESS:

1. **Request to Approve Water Front/Aquatics Manager of the Parks and Recreation Department**
   This position will be "Temporary/Seasonal, "at a Pay rate of $24.00-$30 per hour.

   Mr. Williams provided a complete summary to the Personnel Commission Board members on how he arrived at the hourly salary range request. His survey incorporated the salary range offered from the surrounding towns and the area code 06902. Once these details were presented to the satisfaction of the Board, answering their questions and concerns, motion to approve was made by Commissioner Tishman and 2nd by Commissioner Nanos. The hourly rate was approved.

2. **Request for Smith House Request to appoint Divisional Finance Manager above the median salary range:**

Robert Mislow, Smith House Director, presented in detail the need and reasons as to why he believes it is necessary to offer this position at a higher salary range. Chairman Green wanted to know in detail what credentials are needed for this position. Mr. Mislow discussed what specific skills are necessary. He also indicated that the successful applicant would need an in-depth background in Medicare and Medicaid. The incumbent will oversee the Finance Operation, be qualified to handle billings and collections from an outside consulting firm, and would need several years of experience in a health care setting.

Having said that, Mr. Mislow offered the position to a potential candidate who he believes fits these requirements. The candidate countered and asked for a higher salary range. Mr. Mislow strongly believes a higher salary is justified to attract the right candidate.

The Board believes the salary is a bit high and at this point suggested to Mr. Mislow if he wishes to pursue this candidate he should counter at a lower salary.

The Board was asked by HR Director, Clemon Williams if the item could be tabled until further notice. The Board then voted to table the matter at this time. Mr. Mislow agreed and indicated he would have additional conversation with the candidate.

The next regular scheduled Personnel Commission Board meeting will be held on Thursday, February 28, 2013 at 5:00 pm in the Human Resources Conference room on the 9th floor.

Commissioner made motion to adjourn the meeting. The Board agreed unanimously. Meeting adjourned at 5:50 pm.

Reviewed by: Chairman Frank Green

Respectfully Submitted,

Lenora Cavaliero

Lenora Cavaliero, Recording Secretary
Personnel Commission

Copies to:
Frank Green, Chairman Personnel Commission
Mayor Michael Pavia
Personnel Commission
Joseph Capalbo, Director of Legal Affairs
Donna Loglisci, Town and City Clerk