



**CITY OF STAMFORD
OFFICE OF LEGAL AFFAIRS
HUMAN RESOURCES DIVISION**

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Note: After a REVISION was made to page (2) third paragraph, second sentence. Minutes were unanimously approved by the Commissioners at July 7, 2015 meeting:

The Personnel Commission held its regular scheduled meeting on Thursday, June 25, 2015 at 5:00 PM. in the Human Resource Conference room on the 9th floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut.

Personnel Commission Board Members Present:

Frank Green, Chairman
Carl R. Weinberg, Commissioner
Peter C. Nanos, Commissioner
Marc Teichman, Commissioner

Human Resources:

HR Director, Clemon Williams
Lenora Cavaliero, HR Executive Secretary
Vanessa Francis, HR Generalist

Grants Department:

Karen Cammarota, Grants Officer

Legal Affairs Office:

Kathryn Emmett, Corporation Counsel

Attendees:

Paul Newman, Captain (Fire Fighters Union Representative)

Chairman Green called the meeting to order at 5:06 p.m.

Item #1: Minutes of March 26, 2015 approved:

Commissioner Nanos made motion to accept the minutes and Commissioner Weinberg second the motion to approve the minutes. Minutes approved unanimously.

Item # 2: Reorganization of Grants/Community Development Office:

Karen Cammarota presented supporting documents to the Commissioners; to reorganize the Department so that personnel can accomplish the most essential functions with the Federal Funding support available. Notation made and so noted by the Commissioners. The Commissioners accepted organizational chart as presented.

Item # 3: Request to Create the Position of a Community Development Program Specialist:

Commissioner Weinberg so moved to create the position of Community Development Program Specialist in conformance with the new organization chart of the Grants and Community Development Office motion seconded by Commissioner Teichman. Unanimous approval met by Commissioners.

Item #4: Request to Amend the City of Stamford’s Civil Service Rules with respect to the Certification of Eligible List where banded scores are used:

Clemon Williams reviewed his findings with the Commissioners the details of his research on the civil services rules. Kathryn Emmett interjected further discussion with the Commissioners the need to improve our promotional test process to accurately identify good candidates.

Clarifying entry level verses promotional level. Commissioner Teichman made motion to amend the Civil Service Rules with respect to the Certification of Eligible List where banded scores are used for entry level exams. Commissioner Nanos seconded the motion. The Commissioners voted all in favor. Clemon will amend the civil services rules; and will be amended as of this date. The last date was in 2008. Mr. Williams will reissue the civil service rules as of today’s date and submit to the various unions.

Two additional items discussed:

Clemon Williams asked the Personnel Commission for a suspension of the rules on (2) two additional items. Following confirmation by the Corporation Counsel that the Personnel Commission has the power to suspend the rules to take up additional agenda items, the Chairman made motion to suspend the rules to take up two additional items. Commissioners unanimously agreed and Commissioner Teichman seconded the motion. Commissioners reached a unanimous vote to suspend the rules.

1st item: Police Department request for an Advance Starting Base Rate of Pay for: Assistant Police Chief Thomas Wuennemann.

Chairman Green recused himself as past practice because of his involvement with the Police Department. The meeting continued with Commissioner Teichman presiding over this portion of the meeting.

Commissioner Weinberg moved to approve the Advanced starting Salary for Assistant Police and it was seconded by Commissioner Nanos. Commissioners voted unanimously with the exception of Chairman Green (no vote).

2nd item: Office of Public Safety, Health and Welfare request to create the classification and One (1) part-time position of Volunteer Coordinator – Animal Shelter.

Kathryn Emmet clarified the need for the position and noted to the Commissioners that it was funded in the City Budget. A motion to create the position of Animal Volunteer Coordinator was made by Commissioner Teichman and Commissioner Weinberg seconded the motion to create the position of Animal Volunteer Coordinator at 20 hour part-time position with no benefits. Commissioners voted unanimously.

Adjournment: 6:07 PM

Respectfully submitted:

Draft of minutes reviewed by:
Chairman, Frank Green

Lenora Cavaliero, Executive Secretary HR Division

Cc: Donna Loglisci, Town and City Clerk;
Kathryn Emmett, Corporate Counsel; David Martin, Mayor