

From: Susan Mazurski December 27, 2011 3:32:33 PM
Subject: Personnel Sub-Committee Minutes 08/16/2011 Approved
To: SimsburyCT_PersMin
Cc:

Board of Selectmen
Personnel Sub-Committee
August 16, 2011

Minutes of Meeting

FINAL

A meeting of the Board of Selectmen's Personnel Sub-Committee was held at Simsbury Town Hall, 933 Hopmeadow Street, Simsbury, CT 06070 on August 16, 2011. Sub-Committee Members Robert Hensley (Chair) and Lisa Heavner were present. Also present were First Selectman Mary Glassman, Director of Administrative Services Tom Cooke, Human Resources/Risk Manager Sean Kimball and Robert Lindberg of Lindberg & Ripple.

1. Call to Order

Mr. Hensley called the meeting to order at 8:33 a.m. and offered the opportunity for public comment. There being no speakers, he asked Mr. Cooke to proceed with the agenda.

2. Approval of Draft Minutes for Meetings of March 14, 2011 and June 9, 2011

The draft minutes of the meetings held on March 14, 2011 and June 9, 2011 were reviewed and minor corrections were made. Mr. Hensley moved for the approval of the minutes, Ms. Heavner seconded the motion and the motion passed.

3. Recommendation that the Board of Selectmen Amend the Town of Simsbury's Equal Employment Opportunity, Harrassment and Sexual Harssment Policies to Include Gender Identity or Expression in Compliance with Connecticut Public Act 11-55

Mr. Kimball explained that state laws governing equal employment opportunity, harassment and sexual harassment had been modified to include "gender identity or expression" within the protected classes, and that municipalities are required to amend their policies to reflect these

protections. Mr. Kimball presented a revised version of the Town of Simsbury's anti-discrimination and harassment policies designed to comply with the state mandate. After discussion of the potential compliance issues inherent in the revisions, Ms. Heavner moved to recommend that the Board of Selectmen adopt the policies as amended in the draft prepared by Mr. Kimball. Mr. Hensley seconded the motion and the motion passed.

4. Discussion of Responsibility for On-Line Town Meetings Calendar

Ms. Heavner noted that Town meetings are often missing from the Town's on-line meeting calendar and that while posting a meeting with the clerk and on the Town's physical bulletin board might be sufficient for legal compliance, individuals increasingly rely on the electronic posting system. Ms. Heavner moved that the employees responsible for posting notices on behalf of specific committees be given responsibility for posting these notices on the Town's website calendar as well. Mr. Hensley seconded the motion, which passed.

5. Recommendation to Discontinue Health Benefits for Registrar of Voters Positions

Mr. Cooke noted that the Committee had previously discussed the discontinuance of health benefits for the two Registrar of Voter positions and that Ms. Heavner had recently confirmed that neither of the incumbents are enrolled in the available health plan. Ms. Heavner moved to recommend that the Board of Selectmen discontinue health care benefits for the two Registrar of Voters positions effective at the commencement of the next term. Mr. Hensley seconded the motion and it passed.

6. Executive Session

Ms. Heavner moved that the Committee adjourn to Executive Session for the purpose of discussing the status of collective bargaining negotiations and related matters, Mr. Hensley seconded the motion and it passed. The Committee went into Executive Session at 8:50 a.m. with Messrs. Cooke, Kimball and Lindberg present.

At 9:45 a.m. Ms. Heavner moved that the Committee come out of Executive Session. Mr. Hensley seconded the motion, which passed.

7. Adjournment

Mr. Hensley moved to adjourn the meeting, Ms. Heavner seconded the motion and it passed. The meeting adjourned at 9:45 a.m.

