PERSONNEL BOARD MEETING MINUTES
February 12, 2020 9:00 AM
Room 103

Present: Anita Harding, William Schmidt, Jeanne Sill, Elizabeth Tretiak, Gary Wilson, Nina Nazarian
Absent: Joe Knox
Non-members: Ann Essman, Joellen Cademartori

Anita opened the meeting at 9:00 AM

Pledge of Allegiance

Minutes – Motion to accept January 13, 2020 minutes by Jeanne Sill, seconded by William.
All members voted unanimously – Aye

Public Input – None

Member Input – None

Classification and Compensation Study: Meeting with GovHR

Ann introduced Joellen to the Board. Joellen began with describing the survey which will be sent out later this week to the 20 chosen towns, and answered questions from the Board. Next, Joellen presented the Employee Letter and the Employee Job Analysis Questionnaire (JAQ). After discussion, the Board expressed their satisfaction with the letter and (JAQ). William reinstated to Joellen that our current Grid has compression within the Grades, and how many Grades would you propose for a town our size? Joellen suggested between 12 -14. Two meetings will be held today at 10:30 and 12:30 in Room 103 for all employees.

Next Meeting – February 26, 2020, 9:15 AM

Adjourn – Motion to adjourn at 10:25 AM by Jeanne, seconded by Elizabeth.
All members voted unanimously – Aye

Documents used: GovHR Letter to Employees, Employee Analysis Questionnaire (JAQ)
Submitted by Jeanne Sill, Clerk