



## **WORKFORCE DEVELOPMENT COMMITTEE MEETING**

**Tuesday, December 14, 2021**

**4:00 pm**

**Full Meeting Minutes**

**Teleconference**

### **Attendees**

Ed Kelly	WPCA Board Member
Merritt Nesin	WPCA Board Member
Steven Bagwin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA

### **Call to Order and Roll Call**

E. Kelly called the meeting to order at 4:02 pm. A quorum was present with three (3) Board members.

### **Approval: Workforce Development Committee November 10, 2021 Full Meeting Minutes**

E. Kelly made a motion to approve the November 10, 2021 meeting minutes; seconded by S. Bagwin. There was no further discussion. **Vote: 3-0-0**

### **Discussion:**

#### **WPCA Position Vacancies**

R. Bull reported on the current vacancies saying that recruitment is on-going for the Assistant Plant Supervisor and that the WPCA will interview if a viable candidate applies. She reported that the Shift Foremen vacancy has been filled as a result of the Asst. Plant Supervisor interviews and that the candidate will begin on December 20, 2021. She reported that up-coming interviews have been scheduled for the Account Clerk II position and that hopefully, by the next meeting a candidate will be chosen.

#### **WPCA Staffing Changes**

R. Bull reported on the up-coming staffing changes saying that electrician who planned to retire in February has decided against doing so and will probably be with the WPCA for another year. She explained that there will be another Shift Foreman vacancy due to retirement, which will be effective December 31<sup>st</sup>; that the Plant Maintenance & Control Clerk is planning to retire mid-February 2022 and; that the WPCA Accountant will retire late August of 2022. She stated that these two positions are critical for the WPCA and that planning needs to start immediately for their replacements.

#### **Update: COVID19 Cases and Vaccine for WPCA Staff**

R. Bull reported there were no positive COVID cases since last meeting.

#### **Update: City of Stamford COVID Vaccinations**

R. Bull reported that the City still provides booster vaccinations for City employees at the Henry Street Clinic. She stated that both the Moderna and Pfizer vaccines are available and that the clinic hours are 8:30a to 2:30p but employees must make an appointment. She said that several WPCA and other City workers have gotten the vaccine from the clinic and that the clinic will remain open for the foreseeable future.

#### **Old Business**

There was no old business.

**New Business**

R. Bull reported negotiations are on-going for the IUOE contract, which expired last June 30. She mentioned that the next meeting is scheduled December 21st.

**Adjournment**

E. Kelly made a motion to adjourn the December 14<sup>th</sup> Workforce Development committee meeting at 4:17pm; seconded by M. Negin. There was no further discussion. **Vote: 3-0-0.**