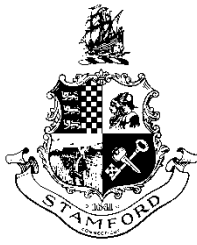


Mayor
CAROLINE SIMMONS



DIRECTOR OF LEGAL AFFAIRS
&
CORPORATION COUNSEL
DOUGLAS C. DALENA

DIRECTOR OF HUMAN RESOURCES
ALFRED C. CAVA

CITY OF STAMFORD
OFFICE OF LEGAL AFFAIRS
HUMAN RESOURCES DIVISION
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152
Tel. (203) 977-4172
Fax: (203)977-4075

*The Personnel Commission held their regular meeting on
Thursday, June 23, 2022 at 5:00 p.m. via a Zoom meeting.*

Present:

Marc Teichman, Chairman	Alfred Cava, Director of Human Resources	Matt Quinones, Director of Operations
Carl Weinberg, Chairman	Sandy Dennies, Director of Administration	Angelo Sesito, Assistant Director of Human Resources
Jacklyn Williams, Commissioner	Rose Frager, Human Resources Generalist	Sharona Cowan, Director of Social Services
Alfred Cava, Director of Human Resources	Vanesa Francis, Human Resources Generalist	Lyda Ruijter, Town Clerk
Laurie DiPreta, Human Resources Assistant	Dr. Elda Sinani, Director of OPM	Douglas Dalena, Director of Legal Affairs
Isidore Sobkowski, Chief Digital Officer	Ted Jankowski, Director of Public Safety, Health and Welfare	

With a quorum present, Chairman Marc Teichman called the meeting to order at 5:02 pm.

NEW BUSINESS:

• **Approval of the Minutes:**

Chairman Marc Teichman moved to approve the minutes of the April 28th, 2022 regular meeting. Jacklyn Williams moved to accept the meeting and Chairman Marc Teichman seconded that. Carl Weinberg obtained he was not present at the last meeting. Personnel Commission meeting was approved unanimously.

• **Operations Department:**

Request to create the Classification of the Director of Facilities & Sustainability.

Alfred Cava presented Matt Quinones who appeared to present this agenda item. This is a key component to our restructuring of our department. Mr. Quinones stated that they wanted to combine Parks and Recreation for more efficient running of both. They are requesting approval for the formation of these two leadership positions within the Operations Department. These positions are Director Parks and Recreation and Director Facilities & Sustainability.

How many people are we growing was asked from Chairman Marc Teichman, Mr. Quinones answered zero. Commissioner Carl Weinberg made motion to approve this request for Director of Facilities & Sustainability and Jacklyn Williams seconded this all were in favor and motion was carried and approved. Motion passed.

Advances starting rate of pay for Chief Building Official candidate:

Matt Quinones presented this agenda topic. A candidate has been selected and issued an Offer Letter. They are already in this role in Fairfield County. Our chief building official is retiring June 30, 2022. This is a crucial role and there is an emergency response component in this role. Definitely a key leader in the Operations Department. He stood out among other applicants. It will present a seamless transition. Looking to offer rhte appropriate compensation. Al Cava said it was a difficult position to fill. Rose Frager gave compensation of other municipalities that hold this position. Chairman Marc Teichamn asked if this individual worked here before and what he was making. Rose Frager stated that he wants to come to Stamford but Fairfield is trying to retain him. He is a Licensed Building Official and has experience prior to going to Fairfield. He is now top building official in Fairfield stated by Matt Quinones. Which further qualifies him. Carl Weinberg asked if he would be moving closer to Stamford and it was noted we are comfortable with him being about 30 minutes out and reasonable response time for this role so no expectation he will be moving closer. Chairman Marc Teichman moved to approve the request to hire at an Advanced Starting rate of pay for Chief Building at Step 7 at \$151,506.00 candidate entertained a motion Commissioner Carl Weinberg accepted the motion and Commission Jacklyn Williams seconded that. All were in favor and the motion was approved unanimously. Motion passed.

- **Office of Data & Information Services Administration:**

Request to create the Classification of System Support Analyst

Al Cava introduced Izzy Sobkowski to present this agenda item. This role is much needed with the implementation of a New Enterprise Resource Planning (ERP) system. This is a junior level position. This replaces a positon that the Personnel Commission approved previously which was a more senior position, Data Administrator. Commissioner Carl Weinberg asked if there was any competitive benchmarking. He stated he was having trouble in terms of Internal Equity understanding how it is a UA12. This position was approved by the Union. Human Resources will provide the UAW salary schedule to see in comparison. Commissioner Carl Weinberg asked how many hours a week this position was to which Vanesa Francis answered is 40 hours a week. The position will be looked at and the minimum qualifications per Al Cava. Maybe it should be an Associate's Degree and two years of experience. Vanesa Francis will send to the Commission what was sent to the Union to negotiate this position. Chairman Marc Teichman does not want to hold up the process. Chairman Marc Teichman made a motion to approve this classification of System Support Analyst and Commissioner Carl Weinberg stated he would approve with the understanding there will be a revised job description and a more detailed review of the job description and Marc Teichman seconded that all were in favor and the request was approved as submitted. Motion passed.

Request for salary above the midpoint for Cyber Security/Cloud Manager

Request was approved. Commissioner Carl Weinberg said he was comfortable with this salary. Chairman Marc Teichman entertained a motion to approve. Commissioner Carl Weinberg made motion to approve a Step 7 MAA A13 and Commissioner Jacklyn Williams seconded it and motion was approved as stated. Motion passed.

- **Fire Department:**

Update on Firefighter's litigation

Al Cava introduced Douglas Dalena to present an overview of the status of the suit of the 2017 Promotional examinations. The classified service rules of the time say that the top three scores are qualified and eligible and in addition anyone within five points of the top score are also eligible. The modification is that only the fourth and fifth scores are making it onto the eligible list due to this settlement agreement. Douglas Dalena went through process of the Firefighters Promotional suit. There will be an impartial third party to oversee this process and the plaintiffs have all approved this and the City of Stamford as well.

Office of Policy Management:

Request to create the classification of Budget and ERP System Administrative Manager

Al Cava introduced Sandy Dennies to address this classification request. This new position would help to facilitate the ERP system from going live. A place where requests can be going in relation to ERP. This person will be responsible for checking the site every day. As part of this large project with significant impact on all the City departments. To remain functional at the highest level the City needs to identify a person as the "functional Lead" for Finance. Motion was passed and carried. Chairman Marc Teichman made motion to entertain and approve the MAA Grade 12, seconded by Commissioner Jacklyn Williams. Motion passed.

City and Town Clerk Office:

Reorganization –Index Clerk Position

Vanesa Francis stated they want to create the Index Clerk/Assistant Registrar role in the Town Clerk's Office so they will be cross trained in all areas. They will take on more responsibility and will be a UAW10. This has already been negotiated with the Union. The Index Clerk role will be abolished. There were no additional questions by anyone on the Commission. Lyda Ruiter, Town Clerk stated that there is a strong need for backups in the department. There is indexing needed for everything that is done in the Town Clerk's Office such as Death and Birth certificates. Chairman Marc Teichman made motion to approve the position from Index Clerk/Assistant Registrar. Chairman Marc Teichman seconded that and all approved. The motion was approved by all. Motion passed.

Social Services Department:

Request to create the Classification of Eviction Storage Worker

Vanesa Francis introduced Sharona Cowan, Director of Social Services to present this agenda item. Sharona Cowan explained to the Commission that the department is requesting two permanent part time positions to fulfil tasks tht are being done by Seasonal temporary staff. It is a challenge she explained to train these temporary individuals only to let them go once they have become proficient in the job. The Department has secured funding from the Board of Finance/Representatives to hire the Part time employees. She is asking to create one new job and amend an existing job description to meet the needs of her department. The Eviction Storage Worker is the role that is necessary to fill at this time. There is a State Mandate that all municipalities must provide a place of storage for the State Marshal to bring personal items and effects to after residential evictions and foreclosures. This role was previously performed by a company, but that relationship does not exist any longer. This role is a year round role. This role requires empathy and strong customer service skills as well as knowledge of moving and storage. This individual in this role would need to also work closely with the Public as well as the Department of Operations. Chairman Marc Teichman noted that this was a necessary position. Chairman Marc Teichman entertained the motion to approve this new Classification and Commissioner Carl Weinberg seconded this motion. All approved unanimously. The Commission approved this request and all were in favor. Motion passed.

• **For Notation**

- Social Services Department- Casework Assistant- Noted
- Finance Manager- WPCA retitled- Noted
- Superintendent of Recreation retitles to Director of Parks and Recreation- Noted

Chairman Marc Teichman moved to adjourn the meeting at 6:56 p.m.; seconded by Commissioner Jacklyn Williams and Commissioner Carl Weinberg. Approved unanimously.

Marc Teichman, Chairperson

Copies to:

Mayor Caroline Simmons

Personnel Commission

Douglas C. Dalena, Director of Legal Affairs & Corporation Counsel

Alfred Cava, Director of Human Resources

Lyda Ruijter, Town and City Clerk