



CITY OF STAMFORD
OFFICE OF LEGAL AFFAIRS
HUMAN RESOURCES DIVISION
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*The Personnel Commission held their regular meeting on
Thursday, June 23, 2022 at 5:00 p.m. via a Zoom meeting.*

Present:

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

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 28, 2022 regular meeting. Commissioner Jaclyn Williams moved to approve the minutes of the April 28, 2022 regular meeting; seconded by Chairman Marc Teichman. Approved unanimously.

- **Operations Department:**

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

Appearing before the Personnel Commission on this matter was Matthew Quinones. Mr. Quinones explained that the position is a key component to the restructuring of the Operations Department. Mr. Quinones explained that the Parks and Recreation Departments are being combined to provide more efficiency. After further discussion, Commissioner Weinberg moved to approve the request to create the classification of Director of Facilities & Sustainability; seconded by Commissioner Williams. Approved unanimously.

Advances starting rate of pay for Chief Building Official candidate:

Appearing before the Personnel Commission on this matter was Matt Quinones. Mr. Quinones explained that a candidate was selected and issued an offer letter. He also explained the urgency in filling the role that is crucial to the City of Stamford. After much discussion, Commissioner Carl Weinberg moved to approve the request to hire at an advanced starting rate of pay for Chief Building at Step 7 at \$151,506.00; seconded by Commissioner Williams. Approved unanimously.

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

Request to create the Classification of System Support Analyst

Appearing before the Personnel Commission on this matter was Izzy Sobkowski. Mr. Sobkowski explained the need for the role as it pertains to the implementation of the new Enterprise Resource Planning (ERP) system. He also explained that this would be a junior level position. There were questions from the Commissioners about the minimum qualifications, which Vanessa Francis answered. After further discussion, Commissioner Carl Weinberg stated he would approve with the understanding there will be a revised job description with the updated minimum qualifications; seconded by Chairman Marc Teichman. Approved unanimously.

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

Commissioner Carl Weinberg moved to approve the advanced starting rate of pay at MAA A-13 Step 7; seconded by Commissioner Williams. Approved unanimously.

- **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. 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

Appearing before the Personnel Commission on this matter was Sandy Dennies. Ms. Dennies explained that the new classification would help to facilitate the ERP system going live. To remain functional at the highest level, the City needs to identify a person as the "functional Lead" for Finance. After much discussion, Chairman Marc Teichman moved to approve the creation of the classification of Budget and ERP System Administrative Manager at MAA Salary Grade 12; seconded by Commissioner Williams. Approved unanimously.

- **City and Town Clerk Office:**

Reorganization –Index Clerk Position

Vanessa Francis appeared before the Personnel Commission on this agenda item. She stated they want to create the Index Clerk/Assistant Registrar role in the Town Clerk's Office so employees will be cross-trained in all areas and be able to provide backup to each other. After further discussion, Chairman Marc Teichman moved to approve the classification of Index Clerk/Assistant Registrar; seconded by Commissioner Weinberg. Approved unanimously.

- **Social Services Department:**

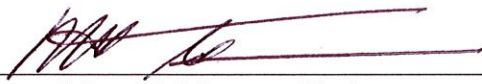
Request to create the Classification of Eviction Storage Worker

Sharona Cowman appeared before Personnel Commission on this matter. Ms. Cowan explained that the department is requesting two permanent part time positions to fulfil tasks that 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. After further discussion, Chairman Marc Teichman moved to create the classification of Eviction Storage Worker; seconded by Commissioner Carl Weinberg. Approved unanimously.

- **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 Jaclyn Williams. 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