



**CITY OF STAMFORD**  
**OFFICE OF LEGAL AFFAIRS**  
**HUMAN RESOURCES DIVISION**  
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The Personnel Commission's meeting has been scheduled for **Thursday, November 17, 2022 at 5:00 p.m.**

Please join The Personnel Commission's regular meeting from  
your computer, tablet or smartphone via the link below:

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89892378940>**

**Meeting ID: 898 9237 8940**

**One Tap Mobile**

+1 646 558 8656 US (New York)

**Meeting ID: 898 9237 8940**

OR

Find your local number: **<https://us02web.zoom.us/j/89892378940>**

**NEW BUSINESS:**

1. **Approval of the Minutes:**
  - October 27, 2022 Meeting
2. **Office of Administration:** Request to create the classification of Time & Attendance Assistant Manager
3. **Office of Operations:** Request to create the classification of Director of School Construction
4. **Notation:**
  - **Human Resources Department:**
    - HR & Benefits Assistant
    - HRIS (Human Resources Information Systems) Assistant – COS
  - **Controller's Office:** Time and Attendance Manager
  - **Technology Management Services Department:** Web/Intranet Specialist
5. **2023 Personnel Commission Meeting Calendar**

**Copies to:**

Mayor Caroline Simmons

Personnel Commission

Lee Berta, OPM

Alfred Cava, Director of Human Resources

Douglas C. Dalena, Director of Legal Affairs

Sandra L. Dennies, Director of Administration

Carmen Hughes, Diversity, Equity and Inclusion Officer

Matthew Quinones, Director of Operations

Angelo Sestito, Assistant Director of Human Resources

City & Town Clerk Office

Union Presidents