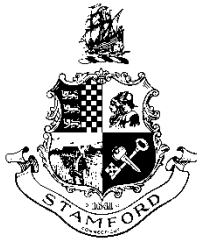


Mayor
CAROLINE SIMMONS



THOMAS M. CASSONE
DIRECTOR OF LEGAL AFFAIRS
&
CORPORATION COUNSEL

PERSONNEL COMMISSION

MARC TEICHMAN, CHAIR
STUART ADELBERG
LYNN ARNOW
ELIZABETH MAIN
JACLYN WILLIAMS

DR. PAULA A. RUSSELL NISBETT
DIRECTOR OF HUMAN RESOURCES

**CITY OF STAMFORD
PERSONNEL COMMISSION**

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The Personnel Commission held their regular meeting on
Thursday, March 28, 2024, at 5:00 p.m. via a Zoom meeting.

| | | |
|-------------------------------|---|---|
| Marc Teichman, Chairperson | Dr Paula A. Russell Nisbett, Director of Human Resources | Bridget Fox, Chief of Staff |
| Stuart Adelberg, Commissioner | Rosemarie Frager, HR Manager | Louis DeRubeis, Director of Public Safety, Health, and Welfare |
| Eilish Main, Commissioner | Beatriz Nieves, HR Assistant | Jody Bishop-Pullan, Director of Health and Human Services |
| Jaclyn Williams, Commissioner | Ana Gonzalez, Labor Relations Specialist | |
| Lynn Arnow, Commissioner | Carmen Hughes, Diversity, Equity & Inclusion Officer | Members of Public |

With a quorum present, Chairperson Teichman called the meeting to order at 5:03 p.m.

NEW BUSINESS:

1. Approval of the Minutes:

- February 22, 2024, Meeting
- March 4, 2024, Special PC Meeting

Commissioner Adelberg moved to approve the minutes of the February 22, 2024, regular meeting; seconded by Commissioner Main. *Approved unanimously.*

Commissioner Adelberg moved to approve the minutes of the March 4, 2024, special meeting; seconded by Chairperson Teichman. *Approved unanimously.*

2. Fire Dept: Request for advanced starting rate of pay for Fire Chief

Dr. Paula Russell - Nisbett, Director of Human Resources, provided background on the request.

Lou DeRubeis, Director of Public Safety, Health and Welfare, and Rosemarie Frager, Human Resources Manager provided additional input. After much discussion, Commissioner Adelberg moved to approve the advanced starting pay for the Fire Chief; seconded by Commissioner Main. *Approved Unanimously*

3. **Health and Human Services:** Request to create the classification of Deputy Director of Environmental Health and Inspections

Jody Bishop- Pullan, Director of Health, presented the need to create the classification of Deputy Director of Environmental Health and Inspections. She highlighted that the position will be supervisory, which will include assisting the Director not only with the supervision of staff but also with training. The salary for this position will be covered by the now vacant Inspector III position which will not be eliminated but remain vacant for the time being. After much discussion, Commissioner Adelberg moved to create the classification of Deputy Director of Environmental Health and Inspections and to eliminate the Inspector III position; seconded by Commissioner Arnow. *Approved Unanimously*

4. **Land Use Bureau:**

- a. Request to create the classification of Office Supervisor – Data Analyst Land Use
- b. Request to create the classification of Planner I (Land Use Planner)

Ralph Blessing did not appear for these agenda items and as a result, they were tabled until the next meeting.

5. **Mayor's Office:** Request to create the classification of Administrative Assistant – Mayor's Office

Bridget Fox, Chief of Staff, appeared before the Commission on this agenda item. According to Ms. Fox, this request aims to replace the Executive Secretary position to better the departmental needs. After much discussion, Chairperson Teichman moved to create the classification of Administrative Assistant – Mayor's Office; seconded by Commissioner Main. *Approved Unanimously*

6. **Notation(s):**

- a. **Planning and Zoning:** Revise Land Use Clerk Job Description. *Noted*
- b. **Land Use Bureau:** Revise and retitle Planner II Job Description. *Noted*

7. **Human Resources:** Request to classify the Career Development, Leadership and Training Manager position.

After a motion to suspend the rules by Lynn Arnow and 2nd by Jaclyn Williams, Dr. Paula Russell-Nisbett, Director Human Resources, presented the need to classify the position and move it from the Pay Plan to the MAA. Recruiting has been challenging because it is currently a 3-year contract and doesn't encourage job security. If it is put in the union, it promotes stability.

After much discussion, Chairperson Adelberg moved to classify the Career Development, Leadership and Training Manager position; seconded by Commissioner Williams. *4 Approved and 1 abstention*

The next regular Personnel Commission meeting is scheduled for April 25, 2024, at 5:00 p.m.

Marc Teichman, Chairperson

Copies to:

City & Town Clerk's Office

Mayor Caroline Simmons

Personnel Commission

Union Presidents

Thomas Cassone, Director of Legal Affairs & Corporation Counsel

Paula Russell, Director, Human Resources

Carmen Hughes, Diversity, Equity and Inclusion Officer

Benjamin Barnes, Director of Administration