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*The Personnel Commission held a special meeting on
Thursday, August 12, 2021 at 5:00 p.m. via a Zoom meeting.*

Present:

Marc Teichman, Chairman	Alfred Cava, Director of Human Resources	Michael Pollard, Chief Of Staff
Beth Adamson, Commissioner	Angelo Sestito, Assistant Director of Human Resources	David Yanik, Controller
Greg Oliver, Commissioner	Vanesa Francis, Human Resources Generalist	
Carl Weinberg, Commissioner	Rose Frager, Human Resources Generalist	
Sandy Dennies, Director of Administration	Laurie DiPreta, Human Resources Assistant	

With a quorum present, Chairman Marc Teichman called the meeting to order at 5:05 p.m.

NEW BUSINESS:

1. Approval of the Minutes:

- June 24, 2021 Regular Meeting

Chairman Marc Teichman stated that the first order of business was approval of the minutes from the June 24, 2021 regular meeting. Chairman Marc Teichman entertained a motion to accept the minutes as they are written. Commissioner Greg Oliver made a motion to approve the minutes. The motion was seconded by Commissioner Carl Weinberg. All were in favored and the minutes were approved. The minutes were accepted and approved as submitted.

2. Controller's Department:

- Request for an Advanced Starting Rate of Pay for Assistant Controller Candidate

Al Cava introduced Sandy Dennies who presented and David Yanik was also present. Sandy Dennies thanked everyone for this special meeting. Sandy Dennies began to present to the Commission why this agenda item is so important and this advanced starting rate of pay for the Assistant Controller candidate should be approved by the Commission. Sandy Dennies stated how important the timing is to bring this candidate

on board. She stated that they are switching to a new enterprise resource planning system. Sandy Dennies stated that they really need to have someone in there that knows the process. Sandy stated that she and David Yanik had received forty applicants for this role but only five applicants had the relevant experience to what the Assistant Controller in Stamford does. Sandy Dennies stated that David Yanik and she agreed on the candidate that fit this role the most. The candidate must know the processes and how the processes are conducted in the old system and then has to help the entire finance department to make the move into the new system. They have to be a leader. The person David Yanik and Sandy Dennies thought fit best is the controller of a small town in Connecticut. So they have done all the processes that they are looking for but on a smaller level. The work they have done will benefit David Yanik with the new system. In order to bring this candidate on board they have to look at the salary because this person's current salary is over than the midpoint of the MAA Grade 12 position that this position is slotted for. Sandy Dennies stated that she hoped the Commission would allow her to offer the candidate the top step of Grade G of that classification in order for this person to come on board. Chairman Marc Teichman asked why the candidate wanted to leave their current role. Sandy Dennies responded that the candidate has done this on a small scale basis and wants to step into a larger municipality. Chairman Marc Teichman asked why the sense of urgency from this week to next week. Sandy Dennies stated that the candidate can't give less than three weeks' notice based on the level of this candidate's position. Commissioner Greg Oliver asked what the candidate's career path with us would be. In which Sandy Dennies replied that the candidate is looking into the future, they proved themselves in a small city basis. The candidate wants to step into a bigger city. In terms of career path at some juncture they would like to be Controller but they have time to do that and a lot of learning to do before they can do that and we have a Controller. So they have some time before they could do that. Chairman Marc Teichman asked if there were any other questions or comments, which there were not. Based on the numbers Chairman Marc Teichman stated it looks like it makes sense. Commissioner Carl Weinberg made a motion to approve the advanced salary for the Assistant Controller candidate to Step G, of A12, Commissioner Greg Oliver seconded that and all were in favor and the motion was passed.

3. **Technology Management Department:**

- Adoption of the classification of Information Technology Project Manager

Al Cava started off this agenda item. Al Cava stated that this is a new classification proposing to go to Grade 10 of MAA and the position would be reporting to the newly created position of Chief Information Officer. Based on the presented job description this person would be working with and between many departments. Michael Pollard, Chief of Staff, spoke and said the City is at a critical turning point and that it has now invested substantially in a very sophisticated technology platform that will then impact almost all departments within the building. This role needs to be in place so the success of this platform occurs with the investment that the City has made in the system. Commissioner Carl Weinberg asked if this was a brand new position and Sandy Dennies replied yes. After hearing the presentation by Michael Pollard and Sandy Dennies Chairman Marc Teichman asked if anyone has any other questions. Commissioner Beth Adamson stated that she feels that it is very important to have this type of role in place. Chairman Marc Teichman called for a motion to accept this adoption of the classification of the Information Technology Project Manager and Commissioner Greg Oliver moved to adopt this information for this role which would be reporting into the Chief Information Officer

position which is to be filled. Commissioner Beth Adamson seconded that and all were in favor. The position was approved as requested.

There was no new business to discuss other than the Agenda items and there were no other questions asked. Therefore, Chairman Marc Teichman made the motion to adjourn the meeting. Commissioner Carl Weinberg accepted the motion to adjourn and Chairman Marc Teichman seconded that himself. All were in favor and it was agreed for the meeting to be adjourned. The meeting was adjourned at 5:36 p.m.

Marc Teichman, Chairperson

Copies to:
Mayor David Martin
Personnel Commission
Kathryn Emmett, Director of Legal Affairs
& Corporation Counsel
Alfred Cava, Director of Human Resources
Lyda Ruijter, Town and City Clerk