

**CIVIL SERVICE COMMISSION
REGULAR MEETING
July 21, 2014**

The Civil Service Commission of the City of Milford held their regular meeting on Monday, July 21, 2014 at 5:00 PM in Conference Room C of the Parsons Government Complex.

1. Chairman T. Toohey, called the meeting to order at 5:04 p.m.

2. Roll Call

Board Members Present

J. Baldwin
J. Haselkamp
J. Tantimonico
T. Toohey

Board Members Absent

H. Healey

Also Present

T. Barnes
L. Pisacane
D. Kelly
C. Saley
T. Hunt
K. Hammill
C. DiNino

3. Chairman Toohey called the meeting to order at 5:04 PM. He asked if anyone had any corrections to the minutes and no one did. He asked for a motion to approve the minutes of the March 17, 2014 meeting, J. Baldwin made the motion and J. Haselkamp seconded the motion. All were in favor.

4. There was no old business.

5. Chairman Toohey asked to hear the MSA Grievance, #6-13/14. T. Barnes asked the Union to present their argument first and then Assistant City Attorney, Debra Kelly, would follow to present the City's position.

T. Hunt began by stating that on May 6, 2014, not enough employees in the Sanitation Division were available for overtime and so Highway/Parks employees were asked if they wanted overtime. The grievance centers around the fact that Highway/Parks equipment and personnel were used, but were supervised by the Sanitation rather than the Highway/Parks foremen. T. Hunt and C. DiNino felt it was a safety issue for one foreman to supervise employees from both divisions. Both C. DiNino and T. Hunt stated that was the past practice. T. Hunt stated that Kim Kell (the City's Risk Manager) was asked whether OSHA would have an objection to this practice and Kim Kell reported to T. Hunt that she knew of no ruling/regulation by OSHA requiring a minimum number of foremen to work given the number of personnel scheduled to work.

J. Haselkamp asked if the contracts contained any manning provisions and went on to say that the Article cited in the grievance did not have anything to do with manning. T. Hunt explained that the Article has to do with hours and that is why it was cited in the grievance.

J. Baldwin asked how often this occurred and T. Hunt said that over the years as bulk trash pick-up has been reduced, so has the overtime. J. Haselkamp asked if one sanitation employee were used for highway work, would the sanitation foreman have to be called in? C. DiNino said that it was because the equipment used was from Highway/Parks and that is a safety issue because foremen from other divisions are not familiar with the Highway/Parks equipment. J. Baldwin stated that it sounded more like an equipment issue than a personnel issue.

C. Saley stated that due to a downed truck and Sanitation workers refusing overtime, he did not have enough employees to complete bulk trash pickup. T. Hunt suggested to C. Saley that Highway/Parks employees help out with the overtime. C. Saley stated he thought T. Hunt's suggestion was a good idea and agreed. Then two hours later T. Hunt advised him that the Highway/Park foremen would also be coming in to work the overtime and supervise Highway/Parks personnel. C. Saley stated that it was his professional opinion that the Sanitation foreman was sufficient supervision for the employees and it was within his rights as the Director to make this determination. He also stated that sanitation workers plow under the supervision of the highway foremen.

C. DiNino said that they don't use Sanitation equipment to plow.

D. Kelly stated that the City's position is that Sanitation was down men and needed the Highway/Parks employees to help out and that the Solid Waste foreman was sufficient supervision and it was well within the discretion of the Director to make that determination. She handed out excerpts from the MSA union contract to show that there are no staffing minimums and that Department Heads can approve overtime. She stated that all of the equipment belongs to Public Works, not the separate divisions.

J. Haselkamp made a motion to deny the grievance. J. Tantimonaco seconded the motion. J. Baldwin was opposed. The motion passed 2-1.

6. T. Barnes gave her report. She stated that the name of the department was changed from Personnel to Human Resources in keeping with the times. She stated that there has been a new Public Works Director in place for two and a half months, that computerized testing software had been purchased to test for clerical positions and that the Human Resources webpage has been updated to include the union contracts and soon the Civil Service Rules and Regulations would be added. The department continues to work with MIS to implement the time and attendance automated system (Kronos). Additionally, the Employment Application has been completely revised and made "fillable" and placed on the webpage. She stated that the Benefits Eligibility Audit is going forward as is the new Employee of the Month and Wellness programs. She stated that negotiations have begun for the Police and Fire pension contracts.

7. T. Barnes mentioned there were two revised job descriptions, for notation only, and that job descriptions are being revised as positions are vacated.

8. T. Barnes went over the Open Jobs Report.

9. Chairman Toohey asked for motion to adjourn. J. Baldwin made the motion and J. Haselkamp seconded and the meeting adjourned at 5:54 PM.

Attest:

Lauren Pisacane