

**CIVIL SERVICE COMMISSION
REGULAR MEETING
November 16, 2020**

The Civil Service Commission of the City of Milford held a regular meeting on Monday, November 16, 2020 at 5:00 p.m. via teleconference.

1. J. Haselkamp called the meeting to order at 5:04 p.m.

2. Roll Call:

Board Members Present:

J. Haselkamp
H. Healey
T. Holland
J. Tantimonico
J. Baldwin

Also Present

T. Barnes
J. Boanno
B. Resnick
K. Malski
D. Kelly
D. Joseph
J. Campbell

3. Minutes:

T. Holland made a motion to approve the minutes from the October 19, 2020 meeting and H. Healey seconded. All were in favor.

4. Old Business:

A settlement was reached in the grievance filed with the City on behalf of the Registered Professional Nurses Association (Union) claiming the city violated the Collective Bargaining Agreement (CBA) when it ordered employees to report to work earlier than the mandated start date. Labor Attorney Barbara Resnick requested to table the settlement until next meeting so that a written document outlining the settlement could be issued. H. Healey made a motion and T. Holland seconded. All were in favor.

5. New Business:

B. Resnick and Union President of The Registered Professional Nurses Association, Kathy Malski, were in attendance and presented a grievance filed with the City on behalf of Public Health Nurse, Mary Fowler claiming the City violated the CBA when Fowler received disciplinary action in the form of a verbal reprimand from her supervisor, Director of Nursing, Joan Campbell. Assistant City Attorney Debra Kelly presented the City's position regarding the discipline and B. Resnick provided the Union's rebuttal. Discussion and questions from the Commission to the parties ensued. After considerable discussion, T. Holland motioned to deny the petition on the reason that the Public Health Nurses policy is clear and consistent about its rules regarding written communication with students. J. Tantimonico seconded. Four were in favor, one opposed.

6. Report of Human Resources Director:

T. Barnes discussed the effect the pandemic has had on our staff over the past several months regarding employees who have tested positive, employees who have been in contact and employees who have had to quarantine. She has been working closely with the Health Department to monitor cases.

She reminded the committee that the HR Department's Benefits & Pension Coordinator resigned but continues to assist the HR staff 5-10 hours a week. The City has added a new Medicare Advantage plan for retirees which will add prescription coverage to their existing plans. The HR department has been fielding calls from retirees to provide explanation.

Other items included contract negotiations delayed due to the pandemic have been taking place with Fire, Supervisors and Public Works; working with internal auditors; testing for the open Stenographer position with the Police Department and restarting the Employee of the Month program to boost employee morale.

7. Open Jobs Report:

T. Barnes ran through the 55 job vacancies we currently have, minus the Police, Fire and Human Services Departments vacancies who conduct their own recruiting, resulting in approximately 35 open positions. She discussed challenges in recruiting efforts including many of the positions being filled internally which then leaves another open position to recruit for.

8. J. Baldwin requested to cancel the December meeting. J. Haselkamp indicated it would be fine unless something urgent comes up. If it does, then the Commission would hold its regular monthly meeting.
9. T. Holland made a motion to adjourn and J. Baldwin seconded. All were in favor. The meeting adjourned at 6:10 p.m.

Attest:
John Boanno