

**UNAPPROVED CIVIL SERVICE COMMISSION
REGULAR MEETING
APRIL 17, 2023**

The Civil Service Commission of the City of Milford held a regular meeting on Monday, April 17, 2023 at 5:00 p.m. via teleconference.

1. J. Haselkamp called the meeting to order at 5:01 p.m.

2. Roll Call:

Board Members Present:

J. Haselkamp

H. Healey

T. Holland

J. Tantimonico

Also Present

T. Barnes

J. Boanno

D. Joseph

Absent

N/A

3. Election:

J. Tantimonico nominated J. Haselkamp as Chairman and H. Healey seconded. All were in favor. J. Haselkamp nominated J. Tantimonico for Vice Chairman and H. Healey seconded. All were in favor.

4. Minutes:

H. Healey made a motion to approve the minutes from the October 17, 2022 meeting and T. Holland seconded. All were in favor.

5. Old Business:

There was no old business.

6. New Business:

Health Director D. Joseph discussed the request to hire the selected candidate for one of two vacant Public Health Nurse positions to be hired at Step 3 based on her experience, certifications, extensive background, and difficulty in finding other qualified candidates. T Holland made a motion to hire the candidate at Step 3 and H. Healey seconded. All were in favor.

7. Report of Human Resources Director:

T. Barnes discussed that Human Resources has been busy with settling outstanding contracts with two contracts expiring in 2023. All other contracts were settled and all retroactive payment for active employees have been processed, now retroactive payment for retirees will begin— first with MEA, then Public Works followed by Police; Insurance Open Enrollment will begin in May; A notice was sent by the Mayor regarding a hiring freeze for the remainder of this fiscal year except for positions that have already been pre-approved and were in the process of extending offers. Testing and candidate lists will continue so that once the freeze has been lifted, names may continue to be certified for hiring managers; On the wellness committee front, the employee fitness center has reopened and fitness classes have been available to employees and a lunch & learn is scheduled for May.

8. Open Jobs Report:

Police and Fire are handled by their own departments; Lists have been sent for Public Works vacancies, however, the hiring freeze has currently impacted this process; A new vacancy came up in Recreation due to an employee who unexpectedly passed away several weeks ago.

9. H. Healey made a motion to adjourn and J. Tantimonico seconded. All were in favor. The meeting adjourned at 5:14 p.m.

Attest:

John Boanno