

EHHD Personnel Committee
Special Meeting Minutes
April 23, 2013
Audrey Beck Municipal Building
Conference Rm C

Meeting called to order at 9:34 AM by M Hart.

Present: M Hart, E Paterson, M Capriola, J Luiz (by conference call), S Werbner (by conderece call),
and R Miller

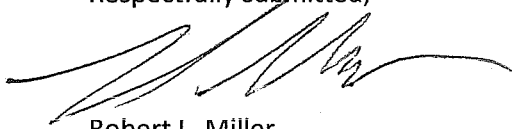
E Paterson MOVED, S Werbner seconded to approve the 2/28/13 meeting minutes as presented. Motion PASSED unanimously.

R Miller presented the updated Director of Health Performance Evaluation Tool. Discussion ensued. J Luiz MOVED, S Werbner seconded to approve the Director of Health Performance Evaluation Tool with the following revision to the performance evaluation process: A 360 degree review process will occur once every three years starting FY15/16, with the instrument, process, and participants to be determined at a future date. Motion PASSED unanimously.

R Miller presented a proposal of the Chief Sanitarian Pay Range. Discussion ensued. It was noted that S Werbner suggested an agency wide review of salaries. By consensus, Director is to conduct a review of personnel rules to establish committee authority to affect staff compensation, and provide overview of pay plan rules and administration. The above items, and FY14 Staff salary increases to be placed on next committee meeting agenda.

Meeting adjourned 10:15 AM.

Respectfully submitted,



Robert L. Miller
Secretary