

Eastern Highlands Health District
Personnel Committee
Special Meeting Minutes – Draft
October 1, 2020
Mansfield Town Hall
Council Chambers

Chairperson Walsh called the meeting to order at 10:10 AM.

Present: D Walsh, M Walter, E Paterson (via zoom), M Rosen (via zoom)

Staff present: R Miller, H Schaefer

New business – Directors performance evaluation. D Walsh introduced this business item by noting that it is appropriate to change and streamline the performance evaluation process this year given the time and resource constraints posed by the pandemic response.

By consensus, the personnel committee agreed the process would comprise an overview presentation of activities/achievements during the evaluation period given by the Director; Then a question and answer period between the Director and the personnel committee; Then an executive session to discuss the Directors performance.

R. Miller conducted the presentation of activities and achievements covering the FY19/20 evaluation period.

Questions regarding the presentation were asked by M Walter, and D Walsh.

E Paterson MOVED, M Walter seconded to go into executive session in accordance with CGS 1-200(6)(a) to discuss the Directors performance, with H Schaefer remaining. Motion PASSED unanimously. Entered executive session at 11:11 AM.

The Personnel committee came out of executive session at 11:32 AM.

M Walter MOVED, and E Paterson seconded "that the Personnel Committee recommends the EHHD Board of Directors authorize a 2.8% increase in Robert Miller's salary to \$113,199.47 retroactive to July 1, 2020." PASSED unanimously.

M Rosen MOVED, and E Paterson seconded "that the Personnel Committee recommends to the EHHD Board of Directors that Robert Miller's accrued vacation time in excess of the maximum accrual limit be rolled forward into the next annual period." PASSED unanimously.

The meeting adjourned at 11:35 AM.

Respectfully submitted,

Robert Miller, Secretary

Deb Walsh, Chair