



The Metropolitan District  
water supply · environmental services · geographic information

**PERSONNEL, PENSION & INSURANCE COMMITTEE  
SPECIAL MEETING  
MONDAY, JANUARY 6, 2025  
4:00 PM**

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<u>Location</u>	<u>Commissioners</u>	
Board Room	Avedisian	Magnan
District Headquarters	Currey (Ex-Officio)	Patel
555 Main Street, Hartford	Desai	Salemi
	Drake	Steuber
Dial in #: (415)-655-0001	Gentile	Taylor (C)
Access Code: 2308 930 4899#	Lester	Woulfe (VC)
<a href="#">Meeting Video Link</a>		
	Quorum: 6	

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1. CALL TO ORDER
2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
3. APPROVAL OF MEETING MINUTES OF NOVEMBER 25, 2024
4. DISCUSSION RE: RETIREMENT OF CHIEF FINANCIAL OFFICER (POSSIBLE EXECUTIVE SESSION)
5. DISCUSSION RE: EMPLOYEE OVERTIME
6. UPDATE RE: EMPLOYEE CLIMATE STUDY
7. HUMAN RESOURCES REPORT RE: PRIOR MONTH'S:
  - A. VACANCIES INCLUDING JOB TITLE, CLASSIFICATION, OPEN POSTINGS AND WHETHER INTERNAL/EXTERNAL POSTING
  - B. RETIREMENTS, RESIGNATIONS, & TERMINATIONS INCLUDING EMPLOYEE'S YEARS OF SERVICE, GENDER, RACE & CLASSIFICATION
8. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
9. COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS
10. ADJOURNMENT

**Personnel Pension and Insurance (PPI) – January 6, 2025  
Employment Activity/Actions Summary  
Prior Month (November and December 2024)**

<b>HEADCOUNT (Current)</b>		
<b>2024 Funded Positions</b>	<b>Currently Filled</b>	<b>Active Recruitments</b>
447	433	9

<b>EMPLOYMENT ACTIONS</b>	
<b>Action</b>	<b>Prior Month (November)</b>
New Hires	0
Promotions	2 (2 -Open)
Retirements	1
Resignations	0
Terminations	0
Death	0

<b>EMPLOYMENT ACTIONS</b>	
<b>Action</b>	<b>Prior Month (December)</b>
New Hires	2
Promotions	3 (1 -Internal Only- Union) (2-Open)
Retirements	1
Resignations	1
Terminations	0
Death	0

**Personnel Pension and Insurance (PPI) – January 6, 2025  
Employment Activity/Actions Summary  
Prior Month (November and December 2024)**

<b>GRIEVANCES</b>	
<b>UNION</b>	<b>Grievances Received Prior Month (November)</b>
Local 184	0
Local 1026	0
Local 3713	0

<b>GRIEVANCES</b>	
<b>UNION</b>	<b>Grievances Received Prior Month (December)</b>
Local 184	1
Local 1026	0
Local 3713	0

**PERSONNEL, PENSION AND INSURANCE COMMITTEE  
SPECIAL MEETING  
The Metropolitan District  
555 Main Street, Hartford  
Monday, November 25, 2024**

**Present:** Commissioners David Drake, Joan Gentile, Pasquale Salemi, Alvin Taylor, and District Chairman Donald Currey (5)

**Remote**

**Attendance:** Commissioners John Avedisian, Byron Lester and Maureen Magnan (3)

**Absent:** Commissioner Dimple Desai, Bhupen Patel, David Steuber and James Woulfe (1)

**Also**

**Present:** Commissioner Andrew Adil  
Commissioner William A. DiBella  
Commissioner Allen Hoffman  
Commissioner Jacqueline Mandyck  
Commissioner Jean Holloway (Remote Attendance)  
Scott Jellison, Chief Executive Officer  
Christopher Stone, District Counsel  
John S. Mirtle, District Clerk  
Christopher Levesque, Chief Operating Officer  
Kelly Shane, Chief Administrative Officer  
Susan Negrelli, Director of Engineering  
Jamie Harlow, Director of Human Resources  
Robert Schwarm, Director of Information Systems (Remote Attendance)  
David Rutty, Director of Operations  
Michael Mohr, Controller (Remote Attendance)  
Shereese Rodgers, Assistant Budget Manager (Remote Attendance)  
Rita Kelley, Equal Employment Opportunity Compliance Officer  
Carrie Blardo, Assistant to the Chief Executive Officer  
Victoria Escoriza, Executive Assistant  
Jacob Aviles, IT Consultant (Remote Attendance)  
Christopher McLellan, Stock Specialist  
Richard Dorman, Utility Maintenance Supervisor  
David Lee, Dahab Associates Inc.

**CALL TO ORDER**

Chairman Taylor called the meeting to order at 4:01 PM

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

Judy Allen, West Hartford Resident, spoke regarding agenda item #6 "Management Study Market Research and Scope". She asked about the reference to "Governance"

and hopes that the management study looks at the District Board governance. She also stated that the reference to workforce related information sounds duplicative to the climate study currently underway.

**APPROVAL OF MEETING MINUTES**

*On motion made by District Chairman Currey and duly seconded, the meeting minutes of October 28, 2024 were approved.*

**VACANCIES INCLUDING JOB TITLE, CLASSIFICATION, OPEN POSTINGS AND WHETHER INTERNAL/EXTERNAL POSTING**

Jamie Harlow, Director of Human Resources, provided a report on the prior month's vacancies.

**PRIOR MONTH'S RETIREMENTS, RESIGNATIONS, TERMINATIONS INCLUDING EMPLOYEE'S YEARS OF SERVICE, GENDER, RACE & CLASSIFICATION**

Jamie Harlow, Director of Human Resources, provided a report on the prior month's retirements, resignations and terminations.

*Without objection, Chairman Taylor took up agenda item #6 "Management Study Market Research and Scope" prior to agenda item #5 "Report by Dahab Associates Inc.)*

**MANAGEMENT STUDY MARKET RESEARCH AND SCOPE**

Kelly Shane, Chief Administrative Officer, explained market research she conducted about developing a scope for a management study.

**REPORT BY DAHAB ASSOCIATES INC. RE: 3<sup>rd</sup> QUARTER 2024 PENSION PLAN INVESTMENT PERFORMANCE**

David Lee of Dahab Associates, Inc. provided a report on the 3<sup>rd</sup> Quarter Pension Plan Investment Performance.

**REPORT BY DAHAB ASSOCIATES INC. RE: 3<sup>rd</sup> QUARTER 2024 OPEB TRUST INVESTMENT PERFORMANCE**

David Lee of Dahab Associates, Inc. provided a report on the 3<sup>rd</sup> Quarter OPEB Trust Investment Performance.

**OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**

No one from the public appeared to be heard.

**COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS**

Chairman Taylor would like to have a future discussion regarding overtime and how to make decisions whether to use MDC staff versus outside contractors.

**ADJOURNMENT**

The meeting was adjourned at 5:31 PM

ATTEST:

John S. Mirtle, Esq.  
District Clerk

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Date Approved