

PERSONNEL, PENSION AND INSURANCE COMMITTEE
The Metropolitan District
555 Main Street, Hartford
October 25, 2023

Present: Commissioners John Avedesian, Donald Currey, David Drake, Dominic Pane, Bhupen Patel, Pasquale Salemi, Alvin Taylor and District Chairman William A. DiBella (8)

Remote

Attendance: Commissioner Dimple Desai, Byron Lester, Maureen Magnan and David Steuber (4)

Absent: (0)

Also

Present: Commissioner Allen Hoffman
Commissioner Jean Holloway (Remote Attendance)
Commissioner Diane Lewis
Scott Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Kelly Shane, Chief Administrative Officer
Robert Barron, Chief Financial Officer
Jamie Harlow, Director of Human Resources
David Ruty, Director of Operations
Robert Schwarm, Director of Information Systems (Remote Attendance)
Tom Tyler, Director of Facilities
Diana Phay, Treasury Manager (Remote Attendance)
Rita Kelley, Equal Employment Opportunity Officer
Shereese Rodgers,
Carrie Blardo, Assistant to the Chief Executive Officer
Julie Price, Executive Assistant
Alex Rodriguez, IT Consultant (Remote Attendance)

CALL TO ORDER

Chairman Alvin Taylor called the meeting to order at 3:00 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner Patel and duly seconded, the meeting minutes of September 20, 2023 were approved.

MATERNITY LEAVE

Director of Human Resources Jamie Harlow gave a summary of the maternity leave policy and benefits at the District.

Commissioner Lester entered the meeting remotely at 3:03 PM.

Commissioner Salemi entered the meeting at 3:06 PM.

MARKET SURVEY OF SALARY LEVELS FOR EXEMPT & EXCLUDED EMPLOYEES

The Committee discussed the potential of doing a market survey of salary levels for exempt & excluded employees. CEO Scott Jellison and Director of HR Jamie Harlow provided information regarding staffing levels and competitiveness of salaries.

Commissioner Currey made a motion to table agenda item #5 “Market Survey of Salary Levels for Exempt & Excluded Employees,” agenda item #6 “Management Study to Determine the Current Status of the MDC as an Operating Entity,” and agenda item #7 “Climate Study to Determine How the MDC Organizational and Emotional Environment is Perceived by its Employees and Staff” to a future meeting so that staff may come up with cost estimates of potential studies.

The motion was duly seconded and passed by majority vote of those present. Commissioner Pane opposed.

SENIOR STAFF SUCCESSION PLANNING

Chairman Taylor led a discussion on senior staff succession planning.

Commissioner Currey made a motion to table item #8 “Senior Staff Succession Planning” until a future meeting and that staff will come back with the assistance or under the guidance of counsel indicating those positions that it is felt that either Commissioners are responsible for appointing or have some involvement in.

The motion was duly seconded and passed by majority vote of those present. Commissioner Pane opposed.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 4:03 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date Approved