

## Human Resource Board Minutes 03/07/19

### APPROVED

### Human Resources Board of Chilmark Meeting Minutes March 7, 2019

Present: Jennie Greene, Chair, Bruce Golden, Don Leopold, Molly Glasgow, Jim Malkin, Selectmen's Representative Chuck Hodgkinson, Employee Representative

Not present:

Public/ Board or Comm. Members:

Staff: Jennifer Christy, Admin. Asst., Jonathan Klaren, Police Chief

Meeting called to order at 8:00AM

#### **Police Dept. Seasonal/Part-Time Patrol Officer Position Description and other Police Dept. Issues:**

- The Board reviewed the revised (2001) Patrol Officer position description provided by Chief Klaren.
- The Chief and the Board members briefly discussed the existing job descriptions and whether the documents are current.
- Ms. Christy suggested that she would revise the provided position description in order to make the description conform to the format of other descriptions and have it ready for the Chairperson to sign.
- Mr. Malkin was recognized and stated that the Town and the Police Dept. are in the process of renegotiating the police dept. agreement. The start date of a new agreement will be July 1, 2019.
- Mr. Leopold inquired of the Chief whether the new vehicle tracking system would be part of the new agreement. The Chief stated he was not aware of whether this provision would be part of the agreement or not. Mr. Malkin noted that unless the provision is required it most likely would not be included in the new agreement.

#### **New Legislation Review of An Act Relative to Minimum Wage, Paid Family Medical Leave and the Sales Tax Holiday:**

- The Board reviewed the information provided and took no action.

#### **Review of MGL Chap 149, section 6 ½, Updated Occupational Safety & Health Administration (OSHA) law for the public sector:**

- The Board reviewed the information and took no action.

#### **Minutes:**

- Dec. 6, 2018: The minutes were reviewed and approved as written.

#### **Topics Not Anticipated by the Board at the Time of Posting:**

#### **Next Meetings:**

- Thursday, April 4, 2019, 8AM

#### **Documents:**

- HRB Procedures Manual
- HRB Bylaw

Meeting adjourned at 8:40AM