

APPROVED
Human Resources Board of Chilmark
Meeting Minutes
July 11, 2019

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

Not present:

Public/ Board or Comm. Members:

Staff: Jennifer Christy, Admin. Asst.

Meeting called to order at 8:00AM

Discussion of Articles written by Atty. John M. (Jack) Collins:

- **Liability for Failure to Investigate Sexual Harassment Complaints**
- **Conducting Internal Investigations and Recommending or Deciding on Appropriate Discipline**
 - The Board reviewed the articles.
 - Mr. Leopold noted the importance of attention to #3.
 - Mr. Leopold also noted that consideration should be given to the first paragraph of the first article. He noted that he has not been able to locate in the first article what kind of initial conversation must be conducted if a person needs to discuss a concern that may be sexual harassment but would like to preserve privacy for all involved. Mr. Leopold noted that it would be useful to understand if there is a mechanism, not mentioned in the article, to conduct an "off the record" conversation with an employee who desires to have this type of preliminary discussion.
 - Chairperson Greene requested that Ms. Christy contact the Town's legal counsel, John Collins, to inquire about the above question.

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

Minutes:

- May 17, 2019: The minutes were reviewed and approved with changes.

Next Meetings:

- Thursday, August 1, 2019, 8AM

Documents:

- HRB Procedures Manual
- HRB Bylaw
- Collins article: Liability for Failure to Investigate Sexual Harassment Complaints
- Collins article: Conducting Internal Investigations and Recommending of Deciding on Appropriate Discipline

Meeting adjourned at 8:14AM