

Human Resource Board Minutes 09/20/17

Human Resources Board of Chilmark Sept. 20, 2017 **APPROVED MINUTES**

Present: Jennie Greene, Chair, Bruce Golden, Steven Flanders, Don Leopold, Jim Malkin, Selectmen's Representative, Max McCreery

Not present: Chuck Hodgkinson, Employee Representative

Public/ Board or Comm. Members: Warren Doty Matt Poole, BOH Board Member

Staff: Jennifer Christy, Admin. Asst., Police Chief Jonathan Klaren, Ellen Biskis, Town Accountant, Tim Carroll, Executive Secretary

Meeting called to order at 8:18AM

- Ms. Greene opened the meeting for discussion.
- Mr. Malkin stated he had reviewed all materials from the classification and compensation study, noted his concern for process and simplicity and noted the Board had been tasked by the BOS to identify whether the year-round positions in Town are paid at a comparable rate as compared with the comparable positions in all other island Towns.
- Mr. Malkin referenced the document created by Mr. Lewenberg and Mr. Carroll in 2016.
- Mr. Flanders stated his support of the subcommittee and their work that was presented to the Board of Selectmen in August 2017 and the approved August 22, 2017 plan.
- The Board reviewed a chart provided by Mr. Carroll.
- Mr. Leopold concurred with Mr. Malkin that the initial impetus was to place Chilmark staff at or above the mean. Mr. Malkin clarified that the Town was to do a compensation study and then make a recommendation to the BOS of what, if anything, must be done.
- Mr. Leopold clarified that he understands the goal was to get positions that were below the mean up to the mean and asked for confirmation of this understanding. Ms. Greene stated a decision was never made one way or another but it seems that the Board has settled on the compensation of Town staff should be at the mean.
- Mr. Leopold asked if it would be advisable to reaffirm the task of the Board to identify the mean and come back with recommendations to the BOS of where positions should be placed on the mean.
- Mr. Leopold questioned if the Board did or did not accomplish the task with which it was tasked. He noted further that the chart that Mr. Carroll has distributed indicates that the Board has not satisfied the task set before them.
- Mr. Leopold clarified that he is asking what the data that Mr. Carroll provided indicates.
- Mr. Carroll stated that his chart is not a recommendation but rather an organization of the data that has been previously provided and showing what may occur if the recommendation is adopted (that was voted by the BOS on 8-22-2017).
- Ms. Greene asked for clarification on what data was used. Mr. Carroll confirmed that the data used is from Mr. Hodgkinson's data. He stated he did not use alternative data.
- More discussion occurred.
- Mr. Carroll noted that the data is another illustration of where the positions fall in terms of comparison to the island Towns' mean and then a value judgment must be made as to whether the position should be at the mean, below the mean or above the mean when considering the value of the position to the Town. He further noted that the Board could do what consultants do: create a compensation chart based on the market and place the positions on the chart. Then, compare that organization to the chart the Town currently has and make recommendations as to whether the position should move up a grade, stay at the same grade or move down a grade. Mr. Carroll stated that, for positions that are already compensated above the mean, the Board should review their position and not raise that position further above the mean.
- Mr. Flanders stated his view that he has not been in favor of a compensation study.
- Mr. Golden proposed that the Board reiterate their recommendation to the Board of Selectmen originally made and approved by the Board of Selectmen on August 22, 2017 and regrade the positions that have been proposed to be regraded and move forward on separate contracts for the Executive Secretary, Police Chief and the Tri-Town Chief. This motion was seconded.

- Mr. Leopold made an alternative suggestion of accepting the information that has been provided in the new chart by Mr. Carroll and use that information to bring the positions that are below the mean up to the mean and get as close to that objective as possible.
- Mr. Carroll further explained the information in the chart he provided.
- Discussion occurred.
- Ms. Greene called the motion for a vote. The motion was restated: to accept the grade chart previously submitted to the Board of Selectmen, regrade the selected positions and make a contract for selected positions.
- Four members of the Board voted to approve the motion and Mr. Leopold abstained.
- Mr. Doty clarified that it seems that the Board appears to have reaffirmed the recommendation from August 22, 2017. He inquired what to do about the step issue.
- Mr. Carroll stated the information from Counsel Jack Collins and Ms. Greene asked for a direct communication from Mr. Collins. He noted the Police Dept. would need to accept any changes in the change of grades and steps, as per their agreement. Mr. Carroll noted that the counsel also stated that the Human Resource Board is not permitted, in reading the bylaw, to move employees back in step on a grade chart. Mr. Carroll stated that the personnel Counsel is expecting the chairperson's call.
- More discussion occurred about the Board's recommendation as to which step current employees should be moved to.
- The Board recommended that all employees be placed on the same step as they are on currently in the new chart.
- **Next Meetings:**
 - Friday, September 22, 2017, 10:45AM
 - Thursday, October 5, 2017, 8AM

Meeting adjourned at 10:15AM