

Human Resources Board of Chilmark

November 5, 2020 **APPROVED** MINUTES

Via Remote Participation

Meeting ID: 986 3878 3722

Present: Jennie Greene, Chair, Molly Glasgow, Bruce Golden, Irene Ziebarth, Don Leopold, Jim Malkin, Selectmen's Representative

Not present: Chuck Hodgkinson, Employee Representative

Public/ Board or Comm. Members:

Staff: Jennifer Christy, Admin. Asst., Ellen Biskis, Town Accountant

Meeting called to order at 8:00AM

FY2022 COLA Recommendation

- Selectman Malkin shared his screen to provide the FY2022 COLA information provided by Chuck Hodgkinson in October.
- Mr. Leopold inquired what the total salary cost is to the Town for FY21. Tim Carroll stated that the amount for FY21 is approximately 3.9 million dollars in salaries for FY21.
- Mr. Leopold moved to recommend a 1.4% COLA for FY22. The motion was seconded by Ms. Glasgow. Roll call vote: Ziebarth: AYE, Glasgow: AYE, Golden: AYE, Leopold: AYE, Green: AYE

Topics Not Reasonably Anticipated By the Chairperson:

- **Position Review Process**
 - Ms. Biskis requested clarification of the process for the review of positions when positions are vacant or duties have changed.
 - Chairperson Greene noted that the HRBC no longer utilizes the Municipal Position Evaluation Manual (MPEM). Chairperson Greene stated that the regular compensation review would be occurring next year and positions would then be compared with other jobs in that process.
 - Ms. Glasgow asked for clarification of the issue.
 - Chairperson Greene stated that, in the past, the MPEM appeared to be arbitrary and outdated in some areas and the Board decided not to use this manual for the purpose of reviewing positions.
 - Mr. Carroll noted there has been no election for a staff representative. Ms. Greene noted that this should be done.

Chairmanship:

- Mr. Leopold made a motion to nominate Ms. Greene as Chairperson for the following year. Ms. Glasgow seconded the motion. All ayes voted to approve the motion unanimously via roll call vote.
- A motion was made to appoint Mr. Leopold as the vice-chairperson. The motion was seconded. All ayes voted to approve the motion unanimously via roll call vote.
- **Minutes:**
 - No minutes were reviewed.

Next Meetings:

- Thursday, December 3, 2020, 8AM: FY2022 Budget review

Meeting adjourned at 8:28 AM

Minutes Respectfully Submitted: Jennifer L. Christy