

Personnel & Planning Committee Meeting

Thursday, August 23, 2018 | 11:00am

1. Roll Call

- ✓ Richard Swierat, Chair (D)
- ✓ Stuart Auchincloss (U)
- ✓ Robert Culp (P)
- ✓ Barry Ramage (D)
- ✓ Mary Linda Todd (G)
- ✓ Mark Wilson (ex officio) (C)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Linda Vittone (Staff Liaison)

2. Mr. Swierat called the meeting to order and the agenda was adopted.

3. MHLS Personnel Policies Handbook

- a) The Committee reviewed questions received from trustees regarding the draft MHLS Personnel Policies Handbook presented to the full MHLS Board of Trustees at their July meeting.
- b) No changes were recommended to the draft.

ACTION: The Planning and Personnel Committee recommends that the MHLS Board approve the revised MHLS Personnel Policies Handbook.

4. MHLS & CSEA Agreement

It was noted that the current CSEA Agreement will expire on December 31, 2018, and that this committee has been charged with any upcoming negotiations. Process and procedures were discussed.

5. The meeting was adjourned.

PERSONNEL AND PLANNING COMMITTEE - Works to prepare and review the System's formal long-range Plan of Service. Also sets goals for the System and monitors the progress being made by the System in connection with such plans and goals and, where necessary, seeing what adjustment in either plan or performance may be appropriate. Reviews and makes recommendations regarding the executive director's job description and evaluation procedure, salaries, benefits, and other matters pertaining to staff and employment conditions. Reviews and negotiates the contract with the MHLS unit of the CSEA.