

PERSONNEL BOARD MINUTES

January 25, 2010

Old Town Hall
6:15 p.m.

Present: Wayne Heward, Chairman;
Robert L. Molla, III
Jean M. Riley
Alexander Salmela
Anita Stiles
Jeannie Horne, Ex Officio

A meeting of the Duxbury Personnel Board was held on Monday, January 25, 2010, at 6:00 p.m.

The meeting commenced with a report regarding the position of Police Chief. From the fifty-three applicants, the list of candidates was narrowed to twelve to be further reviewed by the nine member Search Committee. The target date for filling this position is the end of March.

Discussion then was directed to the proposed changes to the FY 2011 Personnel Plan and the initiation of the performance evaluation process. Topics included performance evaluation, training that was offered in December 2009, language for grandfathering paid time benefits for employees working less than 20 hours per week, review of the Leaves of Absence Section of the By-Law Governing the Duxbury Personnel Plan, covering Disability, Bereavement and Paternity. The handouts are attached.

The Committee suggested researching disability leave provision for personnel plan managers on page 19 of current plan in terms of clarifying the language and terms, as well as the bereavement provision on page 13, and consider paternity leave - all for Town Meeting 2011 / Personnel Plan FY 12.

The meeting adjourned at 7:15 p.m.

Jeannie Horne
Human Resources Officer