

CITY OF NORWALK PERSONNEL COMMITTEE MINUTES

MINUTES
PERSONNEL COMMITTEE
SPECIAL MEETING
MAY 7, 2008

ATTENDANCE: Rick McQuaid, Chairman; Michael Geake; Richard Bonenfant; Laurel Lindstrom; Doug Sutton (6:10).

STAFF: Jim Haselkamp, Director; John Schlosser.

OTHERS: Mary Geake.

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6 p.m. by the Chairman.

DISCUSSION REGARDING METFIT WELLNESS PROGRAM

Mr. Haselkamp said they formed a labor/management committee a littler over a year ago to deal with employee wellness. They will financially incentivize people to become fit. They are asking for approval of the center they have chosen to track the activities. People will sign up for activities which will be tracked. The financial incentive is \$100 for one quarter, followed by raffles. This is the basic program. They were originally supposed to be joined by the Board of Education but they are now not sure if the Board of Education will actually join with them.

The Chairman said that a memo was sent out to Board of Education employees – this is on the horizon. Mr. Haselkamp said that the City will fund most of the cost for the site.

Mr. Haselkamp said there is a \$4,000 cap on the site cost and a \$9,000 user fee cost (minimum). This has already been paid for through the budget. He also noted that the health assessment process is voluntary.

At 6:10 p.m., Mr. Sutton arrived at the meeting.

Ms. Lindstrom asked how many vendors the RFP was sent to and Mr. Haselkamp responded that many were sent out but only one firm responded out of the three.

Ms. Lindstrom asked if the references cited by Metfit Wellness had been contacted. Mr. Haselkamp said the functionality was most important. There was a comfort level in that IBM already has it. No one in the State of Connecticut is actually doing this.

Mr. Geake asked if including the municipal sector in the RFP had stopped other firms from responding; Mr. Haselkamp said he did not think so.

Mr. Bonenfant asked if they are looking for a one year commitment; Mr. Haselkamp said it is an ongoing commitment.

Ms. Lindstrom asked if there would be a lot of built-in additional fees. Mr. Haselkamp said there would not be because he cannot go substantially beyond the budget.

Mr. Geake asked about the software. Mr. Haselkamp said it would be their equipment.

Ms. Lindstrom noted that the questions in the RFP are specific but the answers are general. Mr. Haselkamp said he was confident that this would work the way they want it to work. This firm gave a full demonstration to the committee and then outlined the implementation plan.

The Chairman requested that this be reviewed after one year.

Ms. Lindstrom pointed out that this committee could not vote on this tonight because it is a special meeting and a vote is not listed on the agenda. The Chairman said that he, as Chairman, could move this item to the full Council.

** MR. GEAKE MOVED TO ADJOURN.

** MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Cheryl Telesco
Telesco Secretarial Services

