

CITY OF NORWALK PERSONNEL COMMITTEE MINUTES

MARCH 23, 2005

ATTENDANCE: Doug Sutton, Chairman; Betsy Bain; Rick McQuaid.

STAFF: Sara LeTourneau, Director of Personnel & Labor Relations.

OTHERS: Michael Dolhancryk, Director of Combined Emergency Dispatch; Karen DelVecchio, Director of Technology; Tom Hamilton, Finance Director.

CALL TO ORDER

The meeting was called to order at 8 p.m. by the Chairman, who noted that there was not a quorum present.

DISCUSSION

ESTABLISH NEW POSITION (DISPATCH SUPERVISOR NASA GRADE 4)

Mr. Dolhancryk said this position has been budgeted for and is the last step in manning the Combined Dispatch Center.

Mrs. Bain asked if the starting salary had been agreed to by the unions. Ms. LeTourneau said that there is disagreement over the pay range for the supervisor position, which is a NASA position. NASA requests that it be started at a Grade 5 and the City disagrees, stating that it should be at a Grade 4. She did not think this would go any further but noted that NASA has not yet signed off. She was convinced that they could recruit and hire within the City's pay range.

Discussion took place on the fact that this position only requires a high school diploma and four years of experience in dispatch. Ms. Bain noted that it was highly unlikely that the person would only be out of high school for four years; Ms. LeTourneau said it would be nice to hire a retired police officer or firefighter. This person would not necessarily have a college diploma but would be highly qualified.

Mr. Sutton said that this would be forwarded to the Common Council. He also thanked people for attending this meeting during a snowstorm.

PROPOSED REORGANIZATION INFORMATION TECHNOLOGY DEPARTMENT

Ms. Delvecchio addressed the Committee on the proposed reorganization.

Ms. LeTourneau noted that the position of Systems Analyst would be eliminated under the reorganization and two new positions would be added. Mr. Hamilton pointed out that the position of Assistant Director was neither filled nor funded, so it will actually be eliminated. Therefore, the number of positions will remain the same. It was unknown as to the last time that the positions of Director and Assistant Director were both funded.

Mr. McQuaid asked the cost of the current eight employees. Mr. Hamilton responded that the current cost is \$580,533 – the new cost will be \$637,185, an increase of \$56,652.

The Chairman will forward this item to the Common Council.

The remainder of the items were tabled to the next meeting, due to the lack of a quorum.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Cheryl Telesco
Telesco Secretarial Services

