

CITY OF NORWALK PERSONNEL COMMITTEE MINUTES

MARCH 3, 2004

ATTENDANCE: Doug Sutton, Chairman; Leona Williams, Fred Bondi

STAFF: Sara LeTourneau, Director of Personnel & Labor Relations; John Schlosser, Personnel Administrator

CALL TO ORDER

Mr. Sutton called the meeting to order at 8:10 p.m.

APPROVAL OF MINUTES

February 4, 2004

** MR. BONDI MOVED APPROVAL OF THE MINUTES OF FEBRUARY 4, 2004.

** MOTION PASSED WITH ONE ABSTENTION (MS. WILLIAMS)

The following corrections were made to the minutes:

Page 2, last paragraph, second sentence: "someone of a younger age" should be substituted with: "someone right out of college."

Page 2: proper spelling should be "Miklave."

FAMILY MEDICAL LEAVE ACT (FMLA) POLICY RESOLUTION

Ms. LeTourneau submitted a resolution into record and said it had been done as a small portion of an on-going process regarding rules and regulations. She said a policy particular to the family medical leave act should be done. It conforms to federal requirements of the act. She said they were not obligated to comply with state of Connecticut provisions.

Mr. Bondi asked whether sick time could be used for up to 12 weeks. Ms. LeTourneau said the FMLA offers employees time off under certain limits. She said Connecticut has its own particular and technical rules. This is a municipality. Most collective bargainings in the city contain a provision. The act does not provide for additional pay. Ms. Williams questioned whether the act gave people jurisdiction to take time off. Ms. LeTourneau said the federal statute was limited to require an employee up to 12 weeks under the terms of the act. The employer does not have to provide any pay. Ms. Williams asked whether

time needed by an employee was discretionary by way of the supervisor. Ms. LeTourneau said there were several reasons an employee would request time off, such as serious medical conditions, birth, or care for an immediate family member. The time off is required under law. If an individual has earned sick time, they may use the time if it is available. There is no other pay beyond what the contract provides. Mr. Bondi asked if this had to be approved. Ms. LeTourneau said she wanted to know whether the committee agrees with the policy she handed out, as well as having it move on to the Mayor for review.

**** MR. BONDI MOVED TO HAVE THE RESOLUTION FOR THE FAMILY MEDICAL LEAVE ACT (FMLA) POLICY FORWARDED TO MAYOR KNOPP FOR REVIEW.**

**** MOTION PASSED UNANIMOUSLY.**

AGREEMENT FOR DEFERRED RETIREMENT OPTION PLAN (DROP)

Ms. LeTourneau stated that this was a new provision allowing for a deferred retirement option plan as part of the police contract. The particular drop provisions are made available to officers who are eligible for retirement. The provision requires that money received goes into an account managed solely by the individual officer. The law department has approved the resolution and agreement. There may be some changes to the format of the agreement. There will be no cost to the city.

**** MR. BONDI MOVED APPROVAL OF THE RESOLUTION FOR THE AGREEMENT FOR DEFERRED RETIREMENT OPTION PLAN (DROP).**

**** MOTION PASSED UNANIMOUSLY.**

As there was no further business, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Michelle Joseph
Telesco Secretarial Services