



Personnel Committee - Board of Representatives

Susan Nabel, Chair

Mary Fedeli, Vice Chair

Committee Report

Date: Wednesday, December 2, 2015

Time: 7:00 p.m.

Place: Democratic Caucus Room, 4th Floor Government Center, 888 Washington Boulevard, Stamford, CT

The Personnel Committee met at the above date and time. In attendance were Chair Nabel, Vice Chair Fedeli and Committee Member Reps. DePina, Figueroa, McMullen, McNeil, Okun and Savage. Also present were Rep. Ryan and Clemon Williams, Director of Human Resources.

Chair Nabel called the meeting to order at 7:03 p.m.

Item No.	Description	Committee Action
1. P29.064	APPROVAL; Employment Contract for Anne T. Fountain, Director of Health and Social Services 11/06/15 – Submitted by Clemon Williams 12/02/15 – Withdrawn by Administration	WITHDRAWN
¹ 2. P29.063	REVIEW; Status of Ethics Training, Records Maintenance and Ethics Handbook as Required by Code §19-18. 11/05/15 – Submitted by Rep. McMullen	REPORT MADE

Secondary Committee: Legislative & Rules

Mr. Williams stated that:

- They are in the process of doing ethics training, in addition to harassment and discrimination training
- They are in the process of developing an ethics handbook, which should be completed in the next 2 months (Smith House is currently taking a great deal of the department's resources)
- They are also working on an employee handbook regarding policies and retirement benefits

¹ Video Time Stamp 00:05:21

- They are also setting up online portals for retirement benefits and job applications

Committee members discussed whether it is appropriate for the Board of Representatives to receive a list of who has and who has not attended ethics training, particularly as to employees. Committee members suggested that those people who did not attend the training need to be notified that they are in violation of the ordinance.

It is not mandatory for employees to receive training. The City has 1400 employees. Approximately 350 have received training. This does not include the Board of Education or elected officials.

Ethics training is not a term or condition of employment under the Civil Service rules although it is required under the ordinance.

Committee members discussed possibly having training available online.

Members requested a percentage of elected and appointed Board members who have received training and what dates training has been made available.

Chair Nabel adjourned the meeting at 7:35 p.m.

Respectfully submitted,
Susan Nabel, Chair

This meeting is on [video](#).