



Old Colony Planning Council Personnel Committee Meeting

May 30, 2023, 5:30pm
Via ZOOM Conferencing or In Person

Video: <https://zoom.us/join>
Meeting ID: 847 7591 4996
Passcode: 055152

Phone: +1 (470) 250-9358
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MINUTES

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.

1. Meeting called to order by chair, Steven Santeusanio, at 5:30pm.
2. Roll Call: Steven Santeusanio, Becky Coletta, Noreen O'Toole, John Haines, Sandy Wright, Frank Staffier, Iolando Spinola
 - a. OCPC Staff: Mary Waldron, Charles Kilmer, Megan Fournier, Brenda Robinson, Sean Noel
3. April 24, 2023 Personnel Committee Meeting Minutes: *Unanimous Approval* (John Haines abstained)
4. Review of Personnel Handbook for Amendments:
 - a. 3 changes were recommended based on last month's meeting including language change to the PFML use of accrued time off, language change to Small Necessities Leave Act, and adding in language for a "Dress for your Day" dress code.
 - i. Charles Kilmer suggested the additional wording of "This is not a separate accrued time off benefit" to the Small Necessities Leave language.
 - b. All items were consulted with HR consultant, Lisa O'Donnell
 - c. Goal will be to monitor changes and readdress next year if needed
 - d. Upon review and with the motion to make the language changes included Charles Kilmer's added language, there was a *unanimous approval* (Iolando Spinola abstained).
5. Staff Merit Suggestions:
 - a. Did not need to go into Executive Session as no names were referred to at this time.
 - b. Recommendations were reviewed and made.
 - c. *Unanimous approval of changes.*
6. Adjourned at 5:53pm