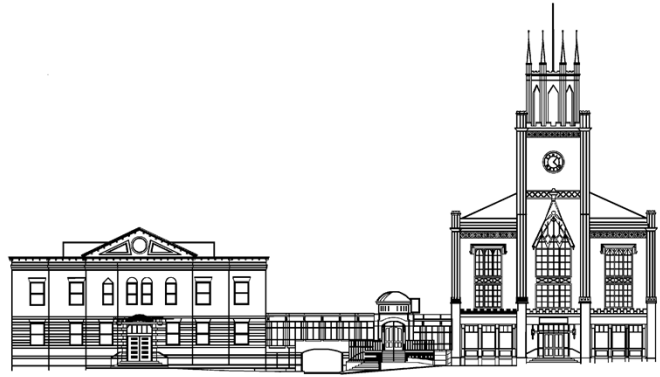




COMMITTEE ON HUMAN RESOURCES/INSURANCE

October 5, 2021 at 5:30 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Stewart, Hirschmann, Barry, Cavanaugh, Roy

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Presentation by Peter Richard, President of the Manchester Area Human Resources Association, regarding the current roles and benefits of Employee Assistance Programs.
2. HR Reports submitted by Kathleen Ferguson, Human Resources Director:
 - Position Summary Report
 - Summary of Arbitrations/Grievances
 - Vacancy Requisition Requests and Approvals
 - Sapphire SmartShopper Report*(Note: Provided for informational purposes only; no action is required.)*
3. Communication from the HR Director regarding the findings from the NH Retirement System audit.
(Note: Provided for informational purposes only; no action is required.)
4. Communication from the HR Director regarding the City's Employee Appreciation Luncheon that took place on September 29, 2021 at McIntyre Ski Area.
(Note: Provided for informational purposes only; no action is required.)
5. Communication from the HR Director requesting an update to the City's Drug & Alcohol Policy.
Gentlemen, what is your pleasure?
6. Communication from the HR Director requesting a reclassification of the Benefits Coordinator, grade 18, to a Benefits Manager, grade 20.
Gentlemen, what is your pleasure?

7. Communication from the HR Director requesting that language regarding essential physical abilities be added to the class specifications for the Equipment Operator I and Meter Reader II positions.
Gentlemen, what is your pleasure?
8. Communication from Ted Kitchens, Airport Director, requesting the elimination of one (1) vacant Airport Maintenance Worker II position, grade 15, and the addition of one (1) Airport Building Technician, grade 17.
Gentlemen, what is your pleasure?
9. Communication from Philip Croasdale, Water Works Director, requesting the reclassification of a Financial Analyst I, grade 19, to a Business Administrator, grade 20.
Gentlemen, what is your pleasure?
10. Communication from Kevin Sheppard, Public Works Director, requesting the following additions to his complement:
 - Two (2) ARPA funded, limited term Park Ranger I positions, grade 16
 - One (1) ARPA funded, limited term Park Ranger II position, grade 17**Gentlemen, what is your pleasure?**

Tabled Items

A motion is in order to remove any item from the table.

11. Communication from Alderman Roy recommending the hiring of an independent firm to evaluate the Fire Department.
(Note: Tabled 1/5/2021; referred to the HR Committee by the BMA on 12/15/2020).

If there is no further business, a motion is in order to adjourn.