

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

June 4, 2024 at 4:45 PM

Chairman Terrio called the meeting to order.

The Clerk called the roll.

Present: Aldermen Terrio, E. Sapienza, Vincent, O'Neil, T. Sapienza

1. Chairman Terrio advises that an ordinance is to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.

"Amending Section 33.081 by adding paragraph (l) regarding Preventative Health Care Hours."

Chairman Terrio stated I am just going to read this into the record for the minutes. It seems pretty straight forward. It is our sick leave policy, Section 33.081. The change that I see is section l which states "effective July 1, 2024 all permanent employees of the City of Manchester excluding temporary and seasonal employees, shall be provided with one day of paid time defined as eight hours for a full-time employee and a prorated share for part-time employees, per fiscal year, to be used for the employee's own preventative healthcare appointments to include annual physical exams and/or preventative cancer screenings including but not limited to cancer screenings of the breast, colon, skin, reproductive organs and lungs. Such paid time shall be called preventative healthcare PHC hours. PHC hours will not be charged to any other accrued leave sick time or vacation time. PHC hours may be used in half day or full day increments. PHC hours must be used in the fiscal year awarded and do not carry over to the next fiscal year, are not transferable and not eligible for payout upon separation. Eligible employees must provide advanced notice of and receive approval of the use of PHC hours. Eligible employees shall have their healthcare provider complete a form provided by the city to substantiate the preventative care appointments. Employees shall submit the completed form to their department head or designee for the PHC hours to be applied.

*On motion of **Alderman Vincent**, duly seconded by **Alderman O'Neil**, it was voted that the Ordinance Amendment ought to pass and be Enrolled.*

*There being no further business, on motion of **Alderman Vincent**, duly seconded by **Alderman E. Sapienza**, it was voted to adjourn.*

A True Record. Attest.



Clerk of Committee