

PERSONNEL COMMITTEE REPORT – OCTOBER 12, 2020 (Revised)

Members: Reinhold, Chairperson, Richard, Ressler, Martin (alternate)

Attendees: Reinhold, Richard, Martin, Rowe, Thompson (Thompson departed following the Special Item)

The Personnel Committee met on September 14, 2020 and discussed the following:

Action Items:

1. There were no action items for discussion.

Special Item:

1. Borough Manager Bob Thompson was present to review some questions from the committee following his conversation with them last month. Several handouts were provided to the committee at their request including job descriptions for assistant/deputy borough managers and organization charts from other municipalities. The committee dialogued their concerns and listened as Bob shared his perspective. A compromise was reached, as the committee agreed to proceed with a temporary organization chart and a future organization chart. The Borough Manager also discussed with the committee the staffing at the Public Works division. Public Works is short on equipment operators. The committee agreed to accept his proposal to get that division back to full staffing. This is informational only as all positions are included in the 2020 Budget and Program of Services and therefore previously approved by Borough Council. It was shared with the committee as a courtesy.

Discussion Items:

1. At the request of the committee alternate, the committee agreed to begin the discussion with Discussion Item Number 4, the Personnel Committee ideas for priorities. As that discussion began, Mrs. Martin requested it be tabled to bring up an item not covered on the agenda.
2. Mrs. Martin express her displeasure in the committee only accepting a final report on the results of the Borough Manager's goal of increasing employee morale. She appealed to the committee to request to see the raw data (with any identifying indicators removed) as opposed to simply being given an analysis. After some discussion, the committee agreed that council president Rowe be tasked with first determining if viewing the raw data was possible, then requesting that information in addition to the analysis report from the Borough Manager. Mrs. Rowe will complete these tasks and invite the Borough Manager to participate in the October 12 committee meeting, reserving a "Special Item" slot at the beginning of the meeting for this discussion.

3. Discussion item 1 (Future and Priority of Workshops), Discussion item 2 (Policies and Guidelines), Discussion item 3 (Retreats for 2021) and Discussion item 4 (Personnel Committee members ideas for priorities) were not brought forward by Chairman Reinhold due to the late hour. These are planned to be presented as discussion items again at the October meeting.

Executive Session:

1. Chairman Reinhold called the committee into an executive session to discuss a confidential personnel matter. This Executive Session was recessed until all of the committee could be available. The meeting will be reconvened on Wednesday, September 16 at 8:00 AM. Chairman Reinhold reconvened the meeting as scheduled; however, a quorum of the committee was not present and the meeting was again recessed until Tuesday, September 29 at 2:00 PM.