



WORKFORCE DEVELOPMENT COMMITTEE MEETING

Wednesday, November 10, 2021

4:00 pm

Full Meeting Minutes

Teleconference

Attendees

Ed Kelly	WPCA Board Member
Merritt Nesin	WPCA Board Member
Steven Bagwin	WPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Rob Pudelka	Plant Supervisor

Call to Order and Roll Call

E. Kelly called the meeting to order at 4:02 pm. A quorum was present with three (3) Board members.

Approval: Workforce Development Committee October 13, 2021 Full Meeting Minutes

E. Kelly made a motion to approve the October 13, 2021 meeting minutes; seconded by S. Bagwin. There was no further discussion. **Vote: 3-0-0**

Discussion:

WPCA Position Vacancies

R. Bull reported that three O-I-Ts started work on Monday, October 18th, October 25th and November 1st. She reported on the vacancy for the Assistant Plant Supervisor saying that the candidate interviewed last month has opted for a different opportunity but his name will remain on the Certification list for two years. She went on to say that there are two other applicants who will be interviewed. One will be interviewed next Tuesday, November 16th and a date has not been set for an interview with the other applicant.

She reported that the candidate to be interviewed next Tuesday will also be applying for the Shift Foremen vacancy and that there is not a Cert List for Shift Foremen but that HR is working to promulgate the list.

She explained that the job descriptions for the Plant Maintenance Control Clerk and Collection System Supervisor will be sent later in the week and that the committee can email any issues or concerns. E. Kelly questioned whether the title would change and R. Bull responded that the CSS position will be a reallocation and the PMCC position would be re-titled and upgraded.

WPCA Staffing Changes

R. Bull reported that the Electrician who planned to retire in February has decided against doing so and will probably be with the WPCA for another year. She explained that there is a Shift Foreman vacancy due to K. Burton's retirement, which was effective November 15th and that the WPCA Accountant will retire in August of 2022; the WPCA would need to plan early for a replacement.

Discussion: WPCA Staff Training (Administration)

R. Bull reported that three WPCA senior staff members are attending Leadership Training offered through the City's HR Department and that the Executive Director participated in the same training earlier this year. She reported that some of the Administration Staff, along with the two Environment Technicians participated in Customer Service training that was also offered through the HR Dept. last week and that two M-I-Ts have been signed up to take the Collection Systems exam. She stated one M-I-T attended the four (4) hour training; the other

had some issues and was unable to do the training. He will be signed up for any upcoming collection system training.

Update: COVID19 Cases and Vaccine for WPCA Staff

R. Bull reported there were no positive COVID cases since last meeting.

Update: City of Stamford COVID Vaccinations

R. Bull reported that the City has provided booster vaccinations for City employees at the Henry Street Clinic. She stated that both the Moderna and Pfizer vaccines are available and that the clinic hours are 6:30a to 3:00p this week but employees must make an appointment. She said that several WPCA and other City workers have gotten the vaccine from the clinic and that the clinic will remain open for the foreseeable future but the hours will change to 8:30a to 2:30p.

Old Business

M. Negin inquired if there were any complaints or grievances to which R. Bull responded that there have been no official complaints and that there are no grievances to report.

New Business

R. Bull reported that the Executive Director and the Administration Manager will be on the City's negotiating team for the IUOE contract, which expired last June 30. She mention the next meeting is scheduled soon and B. Brink stated the meeting will be on November 17th. R. Bull stated that there are proposals the WPCA will be submitting and that B. Brink had asked the Collection System Supervisor and the Plant Supervisor if they had proposals as well.

Adjournment

E. Kelly made a motion to adjourn the November 10th Workforce Development committee meeting at 4:22pm; seconded by M. Negin. There was no further discussion. **Vote: 3-0-0.**