

Transition Task Force

Personnel Subcommittee

Report of 5/9/12 meeting

Thea Berkhout read the public meeting notice.

members of the Transition Task Force's Personnel Subcommittee (Thea Berkhout, Jill Jachera, Jim Levine, Shirley Meeker, Gary Patteson, Bruce Topolosky, and Sue Nemeth), Bob Bruschi, Kathy Monzo, Carol Calquhoun, Sandra Webb, Alice Small (liaison from Consolidation Commission), and Eugene McCarthy (representative from Department of Community Affairs) discussed the following:

- Upcoming meeting times:
 - Wednesday, May 16, 5:30 p.m. Borough Hall, Multipurpose Room
 - Wednesday, May 23, 5:30 p.m. Borough Hall, Multipurpose Room
 - Wednesday, May 30, 5:30 p.m. Township Hall, Conference Room A

Thea announced that meetings from July through November will be scheduled on evenings when the Task Force will not be meeting and she will provide those dates to members.

- Thea Berkhout indicated that Mark Freda had requested on behalf of the Public Safety Subcommittee that the Personnel Subcommittee provide them with information on possible ERI programs for the police, specifically at the sergeant and lieutenant ranks. After discussion among committee members and information provided by Eugene McCarthy of the DCA, Gary Patteson agreed to work with the Administrators to assemble the range of costs that would be needed to implement both the same package as that offered to non-police employees in redundant positions, as well as those that would be incurred with an ERI. Gary will then report back to Mark.
- In addition, once the organizational structures are reviewed and approved by the subcommittee, the administrators will be able to provide updated, more accurate, cost figures for the involuntary separation program, and Gary Patteson will bring the revised recommendation to the TTF at its May 16 for their approval.
- Based on a request for information from members of the TTF, Thea Berkhout asked if the subcommittee members were interested in recommending anything further as it relates to the involuntary separation package, such as payment toward COBRA costs of affected employees or provision of outplacement services. There being no support for payment of COBRA, Jim Levine offered to get estimates for outplacement services for the Township and Borough, to be reported to the TTF at the next meeting.
- Subcommittee members reviewed a revised selection process document and made a few additional changes to the document, to be presented to the TTF at its May 16 meeting.
- Bob Bruschi updated subcommittee members on a meeting he and others had held with a representative of PERC regarding the merging of bargaining units in the two municipalities. Contracts expire at the end of the year and PERC will work with the units to develop the basis for contracts to be negotiated with the new governing body in January. The first item that will be addressed is which Union will represent employees currently represented by the CWA and AFSCME.

- Jim Levine presented an updated set of options for merging the benefits and policies of the two municipalities. In addition to considering what medical insurance and pension plans will be used, the benefits subcommittee also recommended that the new municipality convert days off from several categories (vacation, sick, personal days, etc.) to an allocation of Paid Time Off days. Benefits subcommittee members speaking in favor of converting to a Paid Time Off system spoke of its ease of administration as well as the increase in flexibility to employees. They also suggested that, separate from PTO, some of the generous provisions for time off currently provided be considered for reductions, since Township and Borough employees have more days off currently than do their peers in other surrounding municipalities. Sue Nemeth expressed concern that implementation of such a program at this transition time would not be well received by employees and stated that she would advise the Township Council not to agree to this.
- After two members of the public commented on the work of the Personnel Subcommittee, Thea Berkhout read a resolution to convene in closed session to discuss personnel matters.
- In closed session the Subcommittee reviewed proposal organizational structure for the departments of administration and finance, recreation and parks, human services, and the municipal court. These recommendations will be presented to the TTF at its May 16 meeting.

*Prepared by Thea Berkhout
5/10/12*