~~Sharon~~ ~~Absent~~

Human Resources ** Thurs. July 17th 5:30

* Dave Allaire, Ed Larson,
* Abby Brodowski, Jodi Breault
* Charlie Romeo, Lauri Manning Hickey

Bob Peterson,

Cindy, Charlie, Jodi, Dave

Table of Contents —

Jodi — Why do we have handbook
City Structure, Legis, Adm

Base on Essex Personnel Manual

Ed. — Whistleblower section

Next meeting — Template — Sec's 1-4

Aug 7th 5:30

The meeting was held to hear the recommendations from our sub-committee on a path forward for updating the Personnel Manual.

The Human Resource Comm. agreed that the most comprehensive ~~and clear~~ and positive progression was to start from scratch, using the Personnel Manual from the Town of Essex as a template.

The first step was to put together and approve a table of contents which would serve as the structure for the manual and provide a better flow, and a manual that was concise and easier to use for all parties.

The Committee agreed to review Chapters I, II, III, IV, for the next meeting which has been tentatively scheduled for Aug 7th, a Thursday, at 5:30 in the downstairs Conference Rm.

The Committee also agreed and the Chair verified if we come across any policies in our review which needs a more thorough rewrite, we would place that issue aside and discuss and vote the issue at the end of our rewrite of the Personnel Manual.

This report is for information only.