

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Personnel Policy Committee

DRAFT Minutes

February 21, 2020

Committee: Julie Potter, Steve Lotspeich, Michael Gray

Staff: Bonnie Waninger

Call to Order

Chair J. Potter called the meeting to order at 10:07 pm.

Adjustments to the Agenda

None.

Public Comment

None.

Appoint Chair

S. Lotspeich moved to appoint Julie Potter as Chair; M. Gray seconded. Motion carried.

Review Objectives for This Update

Chair Potter noted the update was intended to address comments received from CVRPC's attorney, changes to state law, and other issues that have risen since the last update.

Review List of Issues Raised by Attorneys / Other Parties

B. Waninger reviewed differences between policies, procedures, and guidance. The Committee invested time reviewing examples from the current document and considering how the update might best provide a policy. The Committee also reviewed a topics list prepared by Potter for the meeting.

Identify Issues That Require Additional Research

The Committee identified several issues that require additional research: marijuana (addressing state and federal law), compensatory time policy, wage range updates, and benefits summary.

Assign Initial Tasks

Staff will provide examples of how other RPCs have address differences between state and federal law related to marijuana. Staff also draft language related to compensatory time policy changes, research wage ranges (VAPDA survey, VLCT survey, CCRPC compensation study, State

of VT positions), and update the Summary Description of Benefits. Staff will request legal citations from the attorney regarding changes to VT law.

Staff will add line numbers to the current policy document, fix the pagination, and fix the Table of Contents.

Schedule Next Meeting

Waninger will request that Chartrand poll the Committee for next meetings the week of March 9 and March 23.

Agendas will include:

Week of March 9	Section 1-2 of the current manual
Week of March 23	Job descriptions, wage range (if CCRPC study available), benefits summary, compensatory time language

Adjourn

M. Gray moved to adjourn at 11:30 am; S. Lotspeich seconded. Motion carried.