



CITY OF SOMERVILLE, MASSACHUSETTS
CLERK OF COMMITTEES

CONFIRMATION OF APPOINTMENTS AND PERSONNEL MATTERS COMMITTEE
Committee Meeting

Thursday - April 12, 2018, 5:30 PM
Committee Room – 2nd Floor – City Hall

AGENDA

(Posted online: 4/10/18 at 7:18 AM)

- 1. Approval of the March 30, 2018 Minutes**
- 2. 205372: Discuss** (Davis) – That the City Solicitor advise this Board as to whether the Committee on Confirmation of Appointments and Personnel Matters may review, in executive session, the minutes of a prior executive session.
- 3. 202850: Discuss** (Rossetti) – That the Director of Personnel update this Board with all positions filled or vacated since the FY17 budget discussions.
- 4. 203019: Discuss** Personnel Director responding to #202850 re: updated report of positions filled or vacated.
- 5. 204173: Discuss** (Niedergang) – That the Director of Personnel report to this Board on the racial and ethnic diversity of the Fire and Police Departments, broken down by rank.
- 6. 204407: Discuss** Director of Personnel responding to #204173 re: Police and Fire diversity information.
- 7. 204866: Discuss** (Hirsch) – That the Director of Personnel provide updated information on employee demographics, including gender, ethnicity and any other tracked categories, with the average wages by demographic group.
- 8. 205253: Discuss** Director of Personnel responding to #204866 re: city staff demographics.
- 9. 205081: Discuss** (Niedergang, Ewen-Campen) – That the Director of Personnel explain to

this Board in writing why the City does not give part-time employees who work less than 20 hours a week earned sick time.

10. **205335: Discuss** Director of Personnel responding to #205081 and #18049, re: sick time for part-timers earning less than 20 hours per week.
11. **204664: Discuss** Director of Personnel responding to #204464 re: updated departmental vacancies.
12. **205373: Discuss** (Davis) – That the City Solicitor advise this Board whether the sequence of appointments can be adjusted so the Committee on Confirmation of Appointments may review relevant information regarding candidates, including without limitation non-medical background checks.
13. **205106: Discuss** (Ballantyne, Rossetti, Hirsch, and the Entire Board) – That the Administration work with this Board to review and update the city’s sexual harassment policy for all city staff.
14. **205107: Discuss** (Ballantyne, Rossetti, Hirsch, and the Entire Board) – That the Administration work with this Board to implement a Code of Conduct policy and discuss training all staff and Aldermen.
15. **205108: Discuss** (Ballantyne, Rossetti, Hirsch, and the Entire Board) – That the Administration work with this Board to review current sexual harassment policies for all union members and civil service employees, and develop such policies when absent.
16. **205083: Discuss** (Scott, and the Entire Board) – That this Board’s Committee on Confirmation of Appointments and Personnel Matters develop a comprehensive procedure manual regarding review processes for all categories of appointments and re-appointments.