



HUMAN RESOURCES BOARD

January 12, 2015

HR Conference Room -- Second Floor -- Wellesley Town Hall

7:30 AM

AGENDA

1. Employment Actions

- a. Health Department – Leonard Izzo, Director
 1. Request for wage adjustment above the midpoint: Public Health Nurse Supervisor (\$31.16 per hour to \$36 per hour)
 2. Update on Health Department changes
- b. Request for variance to salary plan: Assistant Town Engineer, Doug Stewart (exceed maximum standing in range within Job Group 59 by \$254)

2. Other Actions

- a. Human Resources Director Evaluation
 1. Discussion on 6 month and yearly evaluation
 2. Introduction of Peer Review form
- b. Policies and Procedures booklet
 1. Discussion and adoption of proposed changes to Unlawful Harassment Policy
 2. Calendar year 2015 policy distribution
 3. Discussion on Town policies
- c. Discussion on FY 16 vacation carry-over policy
- d. Director's Update
 1. Website update
 2. Health insurance reform
- e. Communication from Richard Joyce, Director, Wellesley Municipal Light Plant
- f. Approval of the ratification list

g. Approval of the minutes of December 1, 2014 and November 3, 2014

DRAFT