

## POLICY & PERSONNEL COMMITTEE MEETING MINUTES

Tuesday, October 5, 2021  
8:30 – 9:30 a.m.

**Committee Members in Attendance via Electronic:** Daryle Dudzinski, Mike Soltis,

**Committee Members Absent:** Eva Bermudez Zimmerman, Paul Potamianos

**CTPL Staff in Attendance via Electronic Device:** Andrea Barton Reeves, Erin Choquette, Michael Cisar, Amber Forrest

### 1. Call to Order & Attendance

Committee Chair, Daryle Dudzinski called the meeting to order at 8:35 AM.

Amber Forrest took attendance by roll call and confirmed there was *not* a quorum.

### 2. Review and approval of the [September 1, 2021 meeting minutes](#)

The minutes were tabled for the next meeting due to a lack of a quorum.

### 3. Discussion on hiring remote workers

Andrea Barton Reeves asked the committee for their input on the possibility of allowing certain Authority positions to be 100% remote, particularly in situations where recruitment has proved to be difficult. The committee members noted that while it may be beneficial to employ workers who can work onsite, they recognize that where there is a critical need or when recruitment is particularly difficult, it may be necessary to consider fully remote workers.

### 4. Review and Feedback of the employee handbook

Erin Choquette reviewed the Board feedback received thus far regarding the revised employee handbook, noting that if the Board is open to fully remote workers, that will need to be added to the handbook with the appropriate caveat about collective bargaining. Other feedback included adopting by reference the State of Connecticut's statewide family and medical leave entitlements policy and changing the effective date of the revised policy to 1/1/22.



## 5. Review and feedback of consolidated policy document

Michael Cisar asked the committee if they had any questions or comments regarding the consolidated policy document

In response to a question about next steps, Michael Cisar explained that the Authority staff will present the consolidated policy document and the revised handbook at the meeting of the full Board and request that the Board vote to post both documents for public comment. At the request of the committee, the documents will be shared with the Board on Friday to enable the committee members additional time to review the documents and provide their feedback.

## 6. Old Business

None

## 7. New Business

Andrea Barton Reeves reported that the Authority's contract with United Way to manage our contact center is due to expire at the end of October. United Way is responsive, diligent, and cooperative. The Authority would like to recommend to the board to renew the contract.

In response to question from the committee as to who the customer is and what the difference is between this contract for customer service versus what Aflac will deliver: United Way will continue to answer general questions from employers and employees and continue to assist employers with registration and contribution issues, while issues related to specific claims will be directed to Aflac.

The committee recommended that the next contract be multiyear and obtain a quote from 2-3 years.

Andrea Barton Reeves agreed that the Authority would like to ask the Board for a multi-year contract.

## 8. Adjourn

There being no further discussion, Committee Chair adjourned the meeting at 9:13AM.

This recorded meeting can be found: <https://youtu.be/CMr1Ob-Wokw>

***As of January 1, 2022, CT Paid Leave Board and Committee meeting agendas and minutes will no longer be available on <https://portal.ct.gov/DAS/>.***

***These documents are and will continue to be, available on the [Connecticut State Agency Public Meeting Calendar](https://portal.ct.gov/DAS/) as well as [calendar of Events](https://portal.ct.gov/DAS/) ([ctpaidleave.org](https://portal.ct.gov/DAS/)).***

