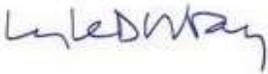


## MEMORANDUM

**DATE:** May 26, 2020

**TO:** Hon. John Fonfara, Chair, Finance, Revenue and Bonding  
Hon. Jason Rojas, Chair, Finance, Revenue and Bonding  
Hon. Kevin Witkos, Ranking Member, Finance, Revenue and Bonding  
Hon. Christopher Davis, Ranking Member, Finance, Revenue and Bonding  
Hon. Steve Cassano, Chair, Planning and Development  
Hon. Cristin McCarthy Vahey, Chair, Planning and Development  
Hon. Dan Champagne, Ranking Member, Planning and Development  
Hon. Tami Zawistowski, Ranking Member, Planning and Development  
Paul Mounds, Chief of Staff, Governor's Office  
Josh Geballe, Chief Operating Officer, Governor's Office  
Jonathan Harris, Senior Advisor Governor's Office  
Lisa Tepper-Bates, Governor's Office - Chair, Emergency Management Recovery  
Melissa McCaw, Secretary of the Office of Policy and Management

**FROM:** Lyle Wray, Acting Chair   
CT Advisory Commission on Intergovernmental Relations

**SUBJECT:** Staffing Resources in COVID-19 Emergency

The CT Advisory Commission on Intergovernmental Relations (ACIR), an advisory commission created by Sec. 2-79a of the General Statutes, wishes to provide the following recommendations to the Office of the Governor for placement on the Governor's COVID-19 website. These recommendations were prepared with input from members and others representing a wide range of often competing interests but sharing a common interest in addressing intergovernmental issues impacting our municipalities, regions, and state.

The ACIR anticipates that as the pandemic crisis continues, municipal and school officials may experience staff shortages in key areas. A clearinghouse to assist finding temporary staff could provide a valuable resource.

In order to achieve success in recovery a facilitative approach is required involving partnerships between affected Labor organizations and appropriate Management Teams to assure compliance with existing Collective bargaining agreement, State Statutes, and pertinent regulations. This process will bring better solutions to the table, and avoid time delays caused by due process for contract disagreements. Using this facilitative approach any agreed upon changes or interpretations can be reduced in writing and properly executed to assure agreement on the both the covered changes, and timeframes (if any), or applicability. Working together to develop new approaches to address changes brought on by Covid-19 in terms of worker safety and applying new technologies will assist the State, Towns, School Districts better serve the citizens of the State."

**Clearinghouse for Key Municipal and School Staff Vacancies.** In consultation and partnership with frontline workers and bargaining unit representatives, provide a platform for towns and cities to make requests to assist with key staff vacancies. This can apply to provisional positions as part of the recovery and could include retired professionals and special project interns. Consider using the CCM/CRCOG HR portal as a web address. Submissions would be vetted by email and videoconference by CCM, COST and RESCs. The site would also provide links to CCM management consulting services and COGs local assistance efforts. Once a staff need is identified, the ACIR working with the COGs, RESCs, town and school partner organizations and bargaining unit representatives would work to identify professionals who can fill the vacancies. The ACIR would send out an email to all chief elected officials, school superintendents and bargaining unit representatives to notify them when site is launched. Here is an existing link being used for non-medical /medical volunteers: <https://portal.ct.gov/Coronavirus/Information-For/Volunteers> . Here is a link to the CCM CRCOG Human Resources Portal Demonstration Project: <https://crcog.org/municipal-services/hr-portal/>.

**Expand Town and City Mutual Aid Agreements.** Mutual aid agreements among towns are common in public safety and have been done in the water and sewer treatment sewer areas. Gather information on scope of current mutual aid agreements outside of public safety and share that information – possibly part of a CCM/COST town and city survey.

One approach to consider in facilitating these agreements may be, by mutual agreement of all affected parties, the use of the coalition bargaining technique. Under this method designated representatives can represent the interests of multiple parties prior to bringing a tentative agreement to a final ratification procedure. This approach allows for a more timely, and focused, discussion process and can lead to a holistic view of problem solving.

**Model municipal aid agreement:** Consider suggesting that towns and cities broaden agreements to cover other areas of service. CCM/COST/CRCOG and bargaining unit representatives could work in consultation and partnership to develop and share model mutual aid agreement that could be used for an expanded list of services. Reach out to professional associations in demand for mutual aid such as land use planners to CT Chapter of American Planning Association for assistance. Mutual aid agreements shall not be used to abrogate collective bargaining agreements or adversely affect municipal and board of education employees. Additionally, bargaining unit representatives should be directly involved in the development and implementation of any mutual aid agreements.

Here are a number of types of interlocal and memoranda of agreements that could be used to expand town to town support relationships.

- Cromwell. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EWAjkcNp4KIJps-Yu5ts0zwBD13m73xyBUvY8h6\\_yD6Www?e=UfFpDw](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EWAjkcNp4KIJps-Yu5ts0zwBD13m73xyBUvY8h6_yD6Www?e=UfFpDw)
- Goshen. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EYDoSrg2Yz9GtnOUy8Fe4wB-h-2w6tT9x\\_130IFec5g5Q?e=hvFBkM](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EYDoSrg2Yz9GtnOUy8Fe4wB-h-2w6tT9x_130IFec5g5Q?e=hvFBkM)
- Mansfield. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EUzIJdlBGCBdmeivgAK3FTQBBCfdrHFYtXL8VzJKBRN0zQ?e=ob3mad](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EUzIJdlBGCBdmeivgAK3FTQBBCfdrHFYtXL8VzJKBRN0zQ?e=ob3mad)
- Fire, Sewer and other Districts Model. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EU4BR6XIr15Fg9EfN2YIHIsBhRbdopRMU6zAew0F1NkY8g?e=j7oTVa](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EU4BR6XIr15Fg9EfN2YIHIsBhRbdopRMU6zAew0F1NkY8g?e=j7oTVa)
- Interlocal agreement. Bloomfield et. Al. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EXJJeo4o\\_IBFoXWJqVsQijwBdstGUkJRyHR1wEII\\_yKRLQ?e=WBoquq](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EXJJeo4o_IBFoXWJqVsQijwBdstGUkJRyHR1wEII_yKRLQ?e=WBoquq)
- Portland. [https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray\\_crcog\\_org/EVndw0gcJRVDp5\\_COB9ausUBBUdyppwlmz9v1kyDg8mdAA?e=mrunsu](https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crcog_org/EVndw0gcJRVDp5_COB9ausUBBUdyppwlmz9v1kyDg8mdAA?e=mrunsu)