

CRRA Organizational Synergy & Human Resources Committee
June 5, 2003 Meeting

Draft Minutes

Members Present: Steve Cassano, Committee Chairman
James Francis
John Mengacci
Mark Cooper

CRRA Staff Present: Jim Bolduc, CFO
Barbara Dillon, Accts. Receivable Coordinator
Tom Kirk, President
Gary Gendron, Director of Administration
Ronald Gingerich, Senior Analyst
Marion Hubbard, Human Resources Administrator
Angelica Mattschei, Corporate Secretary
Virginia Raymond, Project Analyst
Ann Stravalle-Schmidt, Director of Legal Services

Others Present: Miguel Escalera, Kainen, Escalera & McHale, P.C.

Chairman Cassano called the meeting to order at 11:18 a.m.

1. Approval of the Minutes of the April 17, 2003 Committee Meeting

Chairman Cassano requested a motion to accept the minutes of the April 17, 2003 Committee meeting. Director Francis made the motion to accept which was seconded by Director Mengacci. Director Mengacci noted that the word “necessary” on page 1 of the minutes should be changed to “necessarily.”

The motion previously made and seconded was approved unanimously.

2. Scale House Operators

Mr. Kirk led a discussion regarding replacing a total of eight contracted scale house operators at CRRA facilities with CRRA employees. Mr. Kirk said that the scale house was like CRRA’s cash register and it would make good business sense to place CRRA employees who had the company’s best interests in mind in those positions instead of contractors. Mr. Kirk said that auditors identified irregularities with FCR, the scale house operators in Hartford, and replacing contractors with CRRA employees would eliminate such concerns. Mr. Kirk added that the new employees would eventually be responsible for all scale house operations, including enforcement.

Director Mengacci asked whether replacing MDC scale house workers was permitted under the MDC agreement. Mr. Kirk replied that it was consistent with the contract and arbitration. Director Mengacci asked how the new hires would fit into the statutory cap. Mr. Kirk responded that the statutory cap was not a concern as long as adding new employees showed a savings over contractor costs. There was an ultimate cap of 70 employees, Mr. Kirk added, but that it would not be reached.

Chairman Cassano asked whether MDC employees would be considered for hiring if they agreed to work at the established rate. Mr. Kirk answered that they would be considered.

There was a discussion regarding the hours worked by employees. Mr. Kirk said that the new hires would be working a 40-hour week while headquarter employees worked 37.5. Director Mengacci suggested that a further review of employee hours be conducted.

Mr. Gendron said that the resolution for this item should contain: 1) creating positions for Board approval; 2) authorization for the President to fill those positions; and 3) transfer monies into the FY04 budget. Chairman Cassano requested that a resolution be prepared for the Committee to vote on at its subsequent meeting.

Executive Session

Chairman Cassano requested a motion to go into an Executive Session in order to discuss the leadership group salary study, independent vs. contractor employee issues, and personnel manual. The motion to go into Executive Session made by Director Cooper and seconded by Director Francis was approved unanimously.

The Executive Session began at 11:50 a.m. and concluded at 1:35 p.m. Chairman Cassano noted that no votes were taken in Executive Session.

ADJOURNMENT

There being no other business to discuss before the Committee, Chairman Cassano requested a motion to adjourn. The motion to adjourn made by Director Cooper and seconded by Director Mengacci was approved unanimously. The meeting was adjourned at 1:37 p.m.

Respectfully submitted,

Angelica Mattschei
Corporate Secretary