

**CRRA Organizational Synergy & Human Resources Committee**  
**June 19, 2003 Meeting**

*Draft Minutes*

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

CRRA Staff Present: 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

Chairman Cassano called the meeting to order at 8:40 a.m.

**1. Enforcement and Scale House Operations Proposal**

Chairman Cassano requested a motion on the referenced topic. Director Mengacci made the following motion:

**RESOLVED:** a new “Enforcement & Scale Operations Unit” be created, consisting of a total of 8 new “Enforcement & Scale Operations Specialists” positions, and the job description for the new position be approved; and, be it further

**RESOLVED:** the President be authorized to fill the 8 new vacancies; and, be it further

**RESOLVED:** the President will report back to the Organizational Synergy & Human Resources Committee with a more specific analysis (on a budget basis) of where anticipated savings will be achieved, upon which the Committee shall make a recommendation to the full Board for budget transfers.

Director Cooper seconded the motion.

Mr. Kirk said that the major motivation for replacing a total of eight contracted scale house operators at CRRA facilities with CRRA employees was to gain management control and secure issues at the recycling scale and WPF. The contractors would be replaced on an as-needed basis, he said. Mr. Kirk explained that the costs of hiring

CRRA employees would be less than MDC or CWPM costs and those employees would also act as enforcement as needed.

Director Mengacci asked whether the 8 new CRRA employees would fall under the statutory cap of 45 employees. Mr. Kirk replied that the statutory cap was not a concern as long as there was a savings in hiring new employees as oppose to costs associated with contractors. CRRA was free to go to 70 employees, he added, as long as savings was achieved over contractors.

Director Mengacci noted that hiring CRRA employees took away the ethical issue from CWPM having to enforce their own trucks through the facility. The proposal was also contingent on the mediation with MDC, Mr. Kirk added.

The motion previously made and seconded was approved unanimously.

## **2. Human Resources Consulting RFQ**

Chairman Cassano requested a motion on the referenced topic. Director Mengacci made the following motion:

**RESOLVED:** That the President is hereby authorized and directed to execute, deliver, and perform on behalf of the Authority, Human Resources Consulting Services Agreement as were substantially set forth in the RFQ for a period of three years with firms listed below, as presented and discussed at this meeting. All of the human resources consulting services obtained through the firms below will be obtained on an “on-call” basis.

### B. 401(k) Plan Advisory And Audit Services

Prudential  
Segal

### C. Temporary Staffing Services

Adecco  
Robert Half/Accountemps  
Jaci Carroll  
People Management  
Snelling

### D. Recruiting Services

Adecco  
Robert Half/Accountemps  
Horton Incorporated  
Jaci Carroll  
People Management  
Snelling

- E. General/Miscellaneous Human Resources Services  
Career Management Services  
Horton International  
Lee, Hecht, Harrison  
People Management

Director Cooper seconded the motion.

Director Mengacci asked whether the rates given by the consultants were fixed. Mr. Gendron replied that the rates were fixed but would be negotiated further.

The motion previously made and seconded was approved unanimously.

**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 8:55 a.m.

Respectfully submitted,

Angelica Mattschi  
Corporate Secretary