

TOWN OF CONCORD PERSONNEL BOARD

AGENDA

January 26, 2021

5:00 p.m.

VIDEO CONFERENCE CALL

Join Zoom Meeting

<https://us02web.zoom.us/j/84817180101?pwd=d0ZON1V3ZThJVk1MSDBPZHRzT1VGUT09>

Meeting ID: 848 1718 0101

Passcode: 152920

One tap mobile: +13017158592,,84817180101# US (Washington D.C)

Dial by your location: 877 853 5257 US Toll-free OR 888 475 4499 US Toll-free

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1. **Call to Order**
2. **Approval of Minutes**
 - January 19, 2021
3. **Personnel Board/Personnel Bylaw Structure Review**
 - Identify current opinions regarding what the Personnel Board's role should be and why:
 - Personnel Board Members
 - Select Board Liaison
 - Town Manager & Human Resources Director
 - Citizens present
 - Identify Personnel Board's **proposals, reasons for proposals, and next steps** regarding Town Charter, Personnel Board's Charge, Personnel Bylaw content, Employee Rights/Appeals
4. **Town Meeting 2021**
 - Identify possible Warrant articles of Personnel Board; review timeline/steps:
 - Request to be on Preview meeting agenda = February 17
 - Town Meeting Preview meeting = February 27
 - Warrant article deadline = March 26 (drafts March 19)
 - Public Hearing = April 29
 - Motions due = end of May
 - Town Meeting = June 13
5. **Future Meeting Schedule**
 - Agenda topics
 - Schedule
6. **Adjournment**

Current meeting materials are available at: <https://concordma.gov/452/Personnel-Board>

Documents Expected to be Used or Referenced at the Meeting:

- Draft minutes of 1/19/2021 Personnel Board meeting
- Draft Proposal Tracking Chart
- Article 6 of 2020 Town Meeting Warrant (from Finance Committee Report)