

**Personnel Committee
Monday, April 18, 2016
Conference Room B, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Chair), Ben Shaiken

Other Council Members Present: Paul Shapiro

Staff Present: Maria Capriola (Town), Ana Zeller (EHHD), Supt. Kelly Lyman (MBOE)

The meeting was called to order at 5:30pm.

1. PUBLIC COMMENT

None.

2. APPROVAL OF MINUTES

Shaiken made the motion, seconded by Moran to approve the minutes of 3/21/16 as presented. The motion passed unanimously.

3. EMPLOYEE WELLNESS PROGRAM UPDATE

By consensus, Committee members moved the employee wellness program update from agenda item #4 to agenda item #3. Zeller and Capriola provided an overview of calendar year 2015 and 2016 employee wellness programming, program statistics, and how data is used to develop programming.

4. ETHICS CODE – MBOE APPLICABILITY AND GIFT PROVISIONS

By consensus, Committee members moved Ethics Code from agenda item #5 to agenda item #4. Supt. Lyman, Walikonis (MBOE), and Rueckl (MBOE) were present for the discussion. Moran provided an overview of the Town and MBOE's conflicting opinions on jurisdiction and difference of opinions on gifts. Discussion occurred. No action was taken.

5. TOBACCO FREE CAMPUS POLICY

By consensus, Committee members moved the Tobacco Free Campus Policy from agenda item #3 to agenda item #5. Shaiken made the motion, seconded by Moran, to remove the words "including while an individual is in a private vehicle" from Section IV (Prohibited Conduct) and recommend the Policy's endorsement to the Town Council. Motion passed unanimously.

Meeting adjourned at 6:25pm.

Respectfully submitted,
Maria E. Capriola, M.P.A.
Assistant Town Manager, Town of Mansfield