

**CITY OF NORWALK  
PERSONNEL COMMITTEE  
DECEMBER 18, 2019**

ATTENDANCE: Barbara Smyth, Chair; Gregory Burnett; Tom Keegan;  
Kadeem Roberts; Ernest Dumas (7:05 p.m.)

STAFF: Ray Burney, Chief of HR and Personnel; Lamond Daniels, Chief  
of Community Services

**CALL TO ORDER/ROLL CALL**

Ms. Smyth called the meeting to order at 7:01 p.m. and called the Roll as indicated above.

**PUBLIC COMMENTS**

There were no members of the public present this evening.

**APPROVAL OF MINUTES** – October 16, 2019

**\*\* MR. BURNETT MOVED TO APPROVE THE MINUTES AS  
PRESENTED  
\*\* MOTION PASSED UNANIMOUSLY**

**DISCUSSION**

a. **Introduction and Presentation of the Community Services Department**

Mr. Daniels introduced himself and gave a PowerPoint presentation that provided an overview of the Community Services Department. Along with the internal City of Norwalk departments, he will work with external non-profit resources. He explained that all of the executive directors of social service agencies he's met have been very welcoming.

Mr. Dumas joined the meeting at 7:05 p.m.

Mr. Daniels presented his goals that included improving the efficiency of the community services department, improving the quality of the services provided by the community services department and improving the sustainability of those services.

Mr. Burnett noted that several agencies in Norwalk and surrounding areas offer the same services. He asked how services will be shared so the services are not wasted and they reach the most people. Mr. Daniels explained that the City does not provide the services

and is a neutral entity. He believes the non-profits are going to have to do some soul searching and said he could be a conduit to have that conversation.

Mr. Dumas talked about faith-based relationships. He said the City needs to get together and asked Mr. Daniels how to bring these groups together so they can go down the same road. Mr. Daniels said it has already started. The City has centralized how they share information through this department.

Mr. Daniels said he understands the religious community. They all want Norwalk residents to thrive and be successful. He set up meetings with several religious leaders in the community and they have been very responsive. Mr. Daniels said he has experience in building interdenominational task forces. Mr. Dumas noted that doing this will bring the community together.

Mr. Burnett asked Mr. Daniels if he envisions this department being the 'big brother' and enforcing policies. Mr. Daniels said they bring people to the table. He added that relationships are key and that he is listening to the non-profits.

Ms. Smyth said this coordination is needed and now they can focus on the quality of life for the residents.

Mr. Dumas said the voices of the people were not heard, but they will now be heard.

b. Personnel

Mr. Burney said it is refreshing to hear the enthusiasm and that this portion of the reorganization is welcomed.

Mr. Burney introduced himself and said he does not foresee a lot of agenda items, except for the one this evening. One foreseeable matter he will be involved in will be collective bargaining and proposed settlements. The final approval will be made by the Common Council. Historically this committee reviewed settlement claims.

Mr. Burnett asked about the status of the employee Handbook. Mr. Burney explained that it is on the back burner; out of 620 employees, 605 are covered by a collective bargaining agreement and the Handbook would be secondary. It only applies to a few employees.

Ms. Smyth asked about the status of the evaluation of the Mayor's bonuses. Mr. Burney said they were completed by September 1<sup>st</sup>.

**DISCUSSION AND VOTE ON DRAFT PROCEDURE FOR  
PUBLIC ACT 19-111**

Mr. Burney explained the public act. Mr. Keegan asked if the public act addresses mental or psychological issues. Mr. Burney said it did not. Mr. Keegan asked if those issues could be addressed. Mr. Burney said they would have to be added to the public act.

- \*\* MR. BURNETT MOVED TO GO INTO EXECUTIVE SESSION AT 7:40 P.M. TO DISCUSS THE PROCEDURE FOR PUBLIC ACT 19-111**
- \*\* MOTION PASSED UNANIMOUSLY**

The Personnel Committee members came out of Executive Session at 8:03 p.m.

During Executive Session no votes were taken and no actions were taken.

- \*\* MR. DUMAS MOVED TO TABLE PROCEDURE FOR PUBLIC ACT 19-111 TO THE JANUARY 15, 2020 MEETING**
- \*\* MOTION PASSED UNANIMOUSLY**

**ADJOURN**

- \*\* MR. BURNETT MOVED TO ADJOURN**
- \*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:06 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services