

1. Agenda

Documents: [2014-04-09 AGENDA POLICE COMMAND STAFF COMMITTEE.PDF](#)

2. Minutes

Documents: [2014-04-09 MINUTES POLICE COMMAND STAFF COMMITTEE.PDF](#)

AGENDA  
POLICE COMMAND STAFF  
Wednesday, April 9, 2014  
Conference Room  
6:00 p.m.

1. Meeting called to order
2. Approval of minutes of April 2, 2014
3. Review Pros and Cons list
4. Review comparative analyses of towns
5. PERF

MINUTES  
POLICE COMMAND STAFF COMMITTEE  
April 9, 2014

PRESENT: Chairperson June Hansen, Dominic Morelli, Ed Tessman, Chief Lawrie, John Giannotti, Leah Saunders

Guests: David Lee

The meeting was called to order at 6:01 p.m.

A motion was made by L. Saunders, seconded by D. Morelli to approve the minutes of April 2, 2014 as submitted. The motion carried unanimously.

Pros and Cons: This topic discusses the pros and cons for staffing the vacant Major's position with a non-union employee versus a union employee.

- Chief Lawrie distributed bullet points regarding staffing this position with a non-bargaining vs. bargaining employee
  - The basic function of an administrator is to lead, organize and maintain employees to meet goals.
  - The union's essential function is to allow employees to collectively bargain for wages, benefits, work environment, job descriptions, etc.
  - Loyalty could become an issue – as non-bargaining administrator would lean towards management and bargaining unit would lean towards the union.
  - As there is no Human Resource department or director for Clinton, the HR functions fall to the department's management. These functions include promotions, issues connected with workers compensation, follow up with doctors, payroll functions (those to include tracking overtime) and expenses and most commonly with discipline.
- The flexibility within this position would be reduced.
  - There is more flexibility to promote and manage within the non-bargaining unit (the Police Commission has this power) while a bargaining position gives the union the ability to dictate promotional guidelines.
  - A bargaining position's duties and responsibilities would have to be negotiated with the Union. Once established they are significantly less flexible than a non-bargaining position.
  - The authority of the Police Commission and Chief would be diminished.
- Strategic and organizational planning can be hindered.
  - You can't have union management performing contract negotiations for union employees.
  - Disciplinary discussions are difficult to openly discuss with bargaining unit personnel
  - An internal grievance should be handled by non-bargaining management.
  - It would be a critical blow to the management team
  - It gives the union more power with which to bargain
- The PERF study was an important comprehensive study compiled in 2002. Through this study a level of management (Deputy Chief) was eliminated and two equal managers (Majors) were installed. This management team has worked well for the past 12 years as the administrative and police functions have become more complex. Police work requires close supervision in order to minimize/manage risk.
- As a non-bargaining manager, it is a fixed cost. A union manager would be entitled to overtime for all work in excess of 40 hours. While the bargaining unit employee could take shifts when needed, their other duties must take priority. The chief provided costs showing that with minimal overtime a bargaining position would cost more to the Town in the end.
- Many changes would have to be made to the current contract to allow a union manager to take overtime and road jobs. It would be much simpler to negotiate with the Union to allow the current Majors to work overtime when needed.

Chief Lawrie provided e-mails from retired Chief Faughnan and T. Narr, Director, Management Education, Police Executive Research Forum and they both agreed that basic management principals are to have the administrative positions held by non-bargaining employees.

Chief Lawrie also spoke with the town's labor attorney who also agreed with the basic principal of having non-bargaining managers. It was suggested that he might also speak to the committee at a future meeting.

J. Giannotti presented his points staffing this position with a non-bargaining vs. bargaining employee

- It comes down to the financial impact on the town
- He listed the towns that have a management team with just one or two non-bargaining managers per department.
- The union gives more flexibility; if officer qualified they can do management and non-management roles.
- If another PERF study were performed, the town could direct them to structure the Police Department with just two administrators, with both the Chief and Major taking on more work.
- With a bargaining administrator, this individual could be put into the rotation, putting more officers on the street (which is seen as the biggest problem).
- A bargaining administrator might not have a vehicle; therefore making another vehicle available to the officers.

The organizational chart should be reviewed and decide how it could be reorganized.

The meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Wendy McDermott  
Administrative Assistant