

PERSONNEL BOARD - 2011

Chapter 43 of the Code of the Town of Wayland defines the role of the Personnel Board to be the development and administration of the Wage and Salary Classification Plan and personnel policies and procedures in cooperation with the affected town boards and departments. In addition, the Board is charged with approving all pay or classification changes of town employees; negotiating collective bargaining agreements for the town; establishing and maintaining central personnel files for all employees; reviewing the operation of the Wage and Salary Classification Plan and recommending appropriate changes to town meeting.

Nancy McCarthy served as Chair of the Board. Maryanne Peabody served as Vice Chair. Also serving on the Board are Jane Evans, Philip Schneider and Nicholas Willard.

The Personnel Board is charged with negotiating union contracts. Town employees' terms and conditions of employment are defined by six different collective bargaining agreements. These union employees represent the vast majority of the Town's regular workforce. In concluding the most recent round of collective bargaining negotiations, significant changes to health insurance plans were negotiated. In exchange for health care concessions, the Town instituted a Health Reimbursement Arrangement (HRA) plan for employees enrolled in the new insurance plans. The HRA accounts are a 3-year commitment by the Town and will be funded from the health insurance savings.

Throughout the year a variety of employment issues affecting employees were addressed. Topics included but were not limited to reviews of job descriptions, reviews of job classifications, wage rates for new employees and employee leave of absence requests. We are pleased to report again that no employee grievance was brought before the Board this year. We continue to maintain a posture of strict interpretation of the collective bargaining language.

The Town continued to support its Employee Assistance Program (EAP) for all employees requiring help with personal problems, work-related issues, legal or financial matters

The Massachusetts Interlocal Insurance Association (MIIA) has provided a variety of training opportunities through its insurance Rewards Program. Participation in the MIIA programs earned the Town significant credits towards its annual liability insurance premiums. Wayland also participates in training opportunities through a collective of nearby communities which pool training funds.

The Personnel Board would like to thank all boards, committees, officials and employees for their cooperation and input during the past year. The Board welcomes attendance at its meetings and would like to remind all employees and officials that the Personnel Board is available to assist on a wide variety of workplace matters.