

PERSONNEL BOARD - 2013

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 Philip Schneider, Nicholas Willard and Jessica Green. Jane Evans retired from the Board this year after many years of service. Thanks to Jane for all of her contributions.

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. One of the six contracts, the Firefighters, expired on June 30, 2013 and is in successor negotiations. The remaining five contracts will expire on June 30, 2014.

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 and employee leave of absence requests. The Board continues 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 who may be in need of assistance with personal problems, work-related issues, legal or financial matters.

The Massachusetts Interlocal Insurance Association (MIIA) provided a variety of training opportunities through its insurance Rewards Program. Participation in the MIIA programs continues to earn 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.