



**TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION**

HUMAN RESOURCES COMMITTEE MEETING

**Wednesday, September 16, 2009, 8:30 AM
Hayton Conference Room**

Agenda

1. Approval of Human Resources Committee:
 - a. June 10, 2009 Minutes
 - b. July 15, 2009
 - c. August 10, 2009

2. Ongoing Discussion per the Retirement Incentive Program Memorandum dated July 23, 2009 from Stephen Walko, Chairman, BET. The BET Human Resources Committee is Providing a Second Meeting for Every Appointing Authority and Department Head Who has or will be Imminently Filling a Retiring Employee's Position under the Retirement Incentive Program to Discuss:
 - a. The Need for Filling a Position Before it is Posted and Filled.
 - b. Their Consideration of Refraining from Filling or Delaying the Filling of as Many Positions as Possible under the Retirement Incentive Program.
 - c. Their Assessment of Current Services Provided by Their Departments in order to Evaluate Service Levels and if There are Non-Essential Services that can be Reduced Temporarily or Permanently.

3. Discussion of Policy Manual and Training

4. Discussion of HR Reports

5. BET Human Resources Committee – Proposed 2010 Meeting Schedule