



MEMORANDUM

To: Hartford Parking Authority Commissioners

From: Kenneth B. Lerman, Committee Chair
Mark K. McGovern, Chief Executive Officer

Re: Personnel Committee Report/Minutes

Date: October 12, 2012

The Personnel Committee met via conference call on October 11th. Ken Lerman, Mat Jasinski and Mark McGovern were on the call.

The purpose of the meeting was to review a request by the City of Hartford to implement two (2) furlough days for each employee whose salary is greater than \$45,000 during the 2012-2013 fiscal year. This would affect six (6) out of seven (7) HPA employees, thus the identification of specific days to furlough staff is not practical.

The Committee reviewed the financial impact of the furloughs and considered various administrative issues, leading to the following recommendation.

Recommendation

The Committee recommends that the Board honor the request of the City, adjust the budget accordingly and direct the CEO to administer two (2) furlough days for each staff member whose salary is greater than \$45,000 in a manner consistent with leave procedures contained the HPA's Employee Handbook.