

Personnel Review Board
Meeting Minutes
April 18, 2024

Present: Rik Wells, Chairman
Stephane Browder
Krum Chuchev
Kathleen Mullen-Kohl
Absent: Talivaldis Maidelis

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ATTEST: *David J. Camps*
TOWN CLERK

Also Present: Christine Walters, Director of Human Resources; Kristi Kelly, Town Labor Attorney

Chairman Wells called the April 18, 2024 Personnel Review Board Meeting to order at 6:04pm.

1. **Review and approval of the Meeting Minutes of March 21, 2024**

MOTION: Ms. Mullen-Kohl made a Motion to approve the March 21, 2024 Meeting Minutes of the Personnel Review Board. Seconded by Ms. Browder. (4-0) Unanimous.

2. **Public Comment**

None.

3. **Town of Waterford Abuse Prevention Policy**

Ms. Walters gave a brief overview of the Abuse Prevention Policy. Ms. Mullen-Kohl made the suggestion of adding volunteer to the acknowledgment sign off form and all agreed. Mr. Chuchev suggested editing the objective of the policy as follows: "for all individuals, ~~especially vulnerable populations...~~ who engage in Town programs" to create a more inclusive policy. All agreed to this change. Discussion ensued on the definition of verbal abuse or misconduct. It was decided that verbal statements would be added to the psychological abuse or misconduct definition rather than its own definition. The definition of sexual abuse or misconduct was discussed and edited. There was discussion about the procedure one should take when there is suspected abuse; it was decided that the person reporting the suspected abuse would also report it to the Human Resources Director, as an impartial observer, after fulfilling any mandated reporting procedures. Discussion ensued on the Anti-Retaliation and False Allegations section, ultimately resulting in changing "criminal prosecution" to "reported to law enforcement". Discussion ensued about the term "victim" that is used throughout the policy. It was decided to change the wording from "victim" to "subject". It was decided that the Town will bring a procedural policy for abuse claims by the June PRB meeting date of June 20, 2024.

MOTION: Ms. Mullen-Kohl made a Motion to approve the Town of Waterford Abuse Prevention Policy with revisions outlined. Seconded by Ms. Browder. (4-0) Unanimous.

MOTION: Ms. Browder made a Motion to adjourn the Personnel Review Board Meeting of April 18, 2024 at 7:38pm. Seconded by Ms. Mullen-Kohl. (4-0) Unanimous.

Respectfully Submitted,



Katie Freeman
Recording Secretary