

WEST TISBURY PERSONNEL BOARD
MINUTES
May 9, 2022

Present: Leon Brathwaite, Janice Haynes, James Klingensmith, Hunter Moorman, and Brian Smith
Also Present for all or part of the meeting: Joyce Albertini and Skipper Manter
Staff Present: Maria McFarland

Leon called the meeting to order via Zoom video conferencing at 5:04 PM.

The board held a moment of silence to acknowledge the death of Tony Corday, the Town's Animal Control Officer.

Minutes: The minutes of the February 14, 2022 were approved as revised. The Board did not meet in March or April. Roll Call Vote: Brathwaite – aye, Klingensmith -aye, Haynes-aye, Moorman – aye and Smith -aye.

Performance Evaluations: A motion was made and seconded to accept the following list of evaluations with a one-step increases as approved by the Department Head.

Rhonda Conley (AFC)
Brady Cortez (Police)
Matthew Gebo (Police)
Mikaela Lawson (Library)
Lyn Neilley (Library)
Jeremie Rogers (Police)

Roll Call Vote: Brathwaite-aye, Haynes-aye, Klingensmith-aye, Moorman – aye and Smith – aye.

New Business:

Board of Health/ Request under Section 12-7 working on vacation/ exception request. Members reviewed a request dated from Omar Johnson, Health Agent requesting an exception from the requirement to be employed by the Town for 10 years before being able to be paid for unused vacation time. The Board of Health has signed off on this request, subject to approval by this board.

A motion was made by Hunter, seconded by Janice to waive the requirement of Section 12-4 and grant Omar Johnson to be paid for unused vacation time he was unable to use because of his responsibilities during the COVID-19 Pandemic. Roll Call Vote: Brathwaite – aye, Klingensmith -aye, Haynes-aye, Moorman – aye and Smith -aye.

Job Certification Form: COA/Administrative Assistant: At Joyce's request this matter was tabled to the next meeting.

Administrative:

The following documents were signed:

Job Certification Form: COA/Outreach Coordinator
Job Certification Form: BOA/ Assistant Health Agent

Documents noted for the record:

Data Collector/ Probationary Period Completion
Vacation carry-over approval (Cortez, Rogers and Stone)
Conservation Commission/ Letter approving carry over and payout of vacation time Under
Section 12-7

There being no old business to discuss, the meeting adjourned at 5:27 PM.

Respectfully Submitted,

Maria McFarland
Board Administrator
APPROVED
JUNE 13, 2022