

**ROCHESTER PERSONNEL BOARD  
MEETING AGENDA  
January 24, 2024 6:00 PM  
LOCATION: TOWN HALL  
1 CONSTITUTION WAY, ROCHESTER MA 02770**

**A. CALL MEETING TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF MINUTES**

- December 27, 2023 (Vote)

**D. OLD BUSINESS**

- Follow-Up Questions on Proposal for Revised FY25 Classification & Compensation Plans A & B Draft 6 (handout)
  - How do we deal with the the employees currently on MAX Step? (handout)
  - What is the best way to display the new Classification and Compensation Plan?
  - Do we want to make any changes?
  - What is the timeline for presenting? (To whom/what groups?)
- Education Assistance (Part X By-Laws) – Review of Draft Tuition Reimbursement Request Form ( Discussion and Potential Vote)

**E. NEW BUSINESS**

- COA Employees
  - Update - Including as Pesonnel By-Law Employees
  - Update -Current COA Employees/Job Titles – Outreach Coordinator, Program Asst./Act. Coorinator, Admin. Asst./Transportation Coordinator, Custodian
  - Potential Dilemma Indecision on Status of COA Employees Presents for FY25 Classification & Compensation Plan
- February 5<sup>th</sup> – BoS Meeting – Presenting Draft FY25 C & CP
  - What are some talking points for proposed plan?

**F. REPORTS TO COMMITTEE**

- Town Administrator
  - Update on on Draft By-Laws Policy
  - Status of Revised Job Descriptions

**G. COMMUNICATIONS**

- Public Comment
- Individual Board Member Comments

**H. FUTURE TOPICS**

- Next Meeting Dates – February 7<sup>th</sup> or 21<sup>st</sup>

**I.VOTE TO ADJOURN**