

MEMORANDUM

DATE: April 21, 2020
TO: Advisory Commission on Intergovernmental Relations
FROM: Lyle Wray, Mary Glassman, Ron Thomas and Betsy Gara
SUBJECT: ACIR Staffing Resources in COVID-19 Emergency

As a follow up to the April 3, 2020 ACIR video conference, one of the items to be explored further was a suggestion to mobilize resources to help with current or potential vacancies in key positions in city and town government. The ACIR anticipates that as the pandemic crisis continues, municipal and school officials may experience staff shortages in key areas. A clearinghouse to assist finding temporary staff could provide a valuable resource.

A conference call was held on April 9, 2020 with Mary Glassman, Ron Thomas, Betsy Gara and Lyle Wray to consider possible steps in response to this issue for ACIR consideration.

Clearinghouse for Key Municipal and School Staff Vacancies. Provide a platform for towns and cities to make requests to assist with key staff vacancies. This can apply to provisional positions as part of the recovery and could include retired professionals and special project interns. Consider using the CCM/CRCOG HR portal as a web address. Submissions would be vetted by email and videoconference by CCM, COST and RESCs. The site would also provide links to CCM management consulting services and COGs local assistance efforts. Once a staff need is identified, the ACIR working with the COGs, RESCs, and town and school partner organizations would work to identify professionals who can fill the vacancies. The ACIR would send out an email to all chief elected officials and school superintendents to notify them when site is launched. Here is an existing link being used for non-medical /medical volunteers: <https://portal.ct.gov/Coronavirus/Information-For/Volunteers> . Here is a link to the CCM CRCOG Human Resources Portal Demonstration Project: <https://crcog.org/municipal-services/hr-portal/> .

Expand Town and City Mutual Aid Agreements. Mutual aid agreements among towns are common in public safety and have been done in the water and sewer treatment sewer areas. Gather information on scope of current mutual aid agreements outside of public safety and share that information – possibly part of a CCM/COST town and city survey.

Model municipal aid agreement: Consider suggesting that towns and cities broaden agreements to cover other areas of service. CCM/COST/CRCOG to develop and share

model mutual aid agreement that could be used for an expanded list of services. Reach out to professional associations in demand for mutual aid such as land use planners to CT Chapter of American Planning Association for assistance.

Here are a number of types of interlocal and memoranda of agreements that could be used to expand town to town support relationships.

- Cromwell. https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crocog_org/EWAjkcNp4KlJps-Yu5ts0zwBD13m73xyBUvY8h6_yD6Www?e=UfFpDw
- Goshen. https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crocog_org/EYDoSrg2Yz9GtnOUy8Fe4_wB-h-2w6tT9x_130IFec5g5Q?e=hvFBkM
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- Fire, Sewer and other Districts Model. https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crocog_org/EU4BR6Xlr15Fg9EfN2YIHlsBhRbdopRMU6zAew0F1NkY8g?e=j7oTVa
- Interlocal agreement. Bloomfield et. Al. https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crocog_org/EXJJeo4o_IBFoXWJqVsQijwBdstGUkJRyHR1wEII_yKRLQ?e=WBoqug
- Portland. https://crocogfoundation-my.sharepoint.com/:b:/g/personal/lwray_crocog_org/EVndw0gcJRVDp5_COb9ausUBBUdyppwlmz9v1kyDg8mdAA?e=mrunsu

This memo is offered for discussion at the next scheduled meeting of the ACIR.

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