

DRAFT - Meeting Notes

Advisory Commission on Intergovernmental Relations
<https://portal.ct.gov/acir>

Municipal Workforce Development Subcommittee

Thursday, July 18, 2024

Agenda: <https://egov.ct.gov/PMC/Agenda/Download/26082>

A recording is available at: https://ctvideo.ct.gov/opm/OHS_APCD-DRC_Recording-7-9-24.mp4

Present: Drew Baklik, John Filchak, Bridget Fox, Matt Fulda, Betsey Gara, Matt Hart (Chair) Kevin Mercik, Troy Raccuia, Ron Thomas (Co-chair),

Not present: Peter Sousa, Cara O’Sullivan

Other participants:

OPM staff: Christine Goupil

1. Call to order, introductions, overview of meeting procedures

Matt Hart called the meeting at 9:08AM and invited subcommittee participants to introduce themselves. Recording commenced.

During introductions the participants outlined their goals for the group:

- Labor management partnership approach
- Finding opportunities to match skills and eligible employees for municipal workforce openings and then retaining those employees
- Addressing municipal budget challenges for small towns and cities
- Creating greater economic stability for the state.
- Look for new opportunities and find efficiencies through best practices

1. Charge of subcommittee.

For the fiscal year 2025, ACIR adopted an Annual Work Program setting out two focus areas for the year ahead Municipal Workforce Development and Special Education and Education Governance.

These work programs will inform the Governor, General Assembly, state agencies, municipal government, regional organizations and the public on proposals to improve the delivery of needed governmental services. The subcommittee reviewed the scope of the Municipal Workforce Development [2024-25 Work Program](#) with a focus on Connecticut’s towns and cities need to recruit and retain qualified persons to fill positions to deliver essential municipal services. Over the remainder of the year, they will:

- Explore and recommend actions regarding non-education public-sector hiring challenges, training, diversity, and retention that have put local government’s ability to deliver services at risk.
- Examine the opportunities and barriers for shared and regional approaches to address the public sector workforce challenge.

There was further discussion on the shared focus of the two subcommittees -- Municipal Workforce Development side of local government and Special Education, Education Governance and Workforce Development. Recognizing overlap with non-certified school staff - both subcommittees will be addressing the significant challenges recruiting and retaining staff. As well as on subject matter experts, key legislators, and other guest speakers to assist the subcommittees through the ACIR.

2. Timeline of work

The goal of the working group is to identify recommendations to the full ACIR in December 2024 and any applicable recommendations for the 2025 legislative session. Review that body of work and determine by consensus both within ACIR and with committee of cognizance leadership and general assembly leadership a plan of continued focus for the balance of the fiscal year to bring forth any additional recommendations for the 2026 legislative session.

As a method of gathering consensus periodically sharing those findings through the full ACIR with key stakeholders in state and local government, and the executive branch.

3. Meeting Dates and Times

Meetings will be held on the 3rd Thursday of the month, 9:00AM – 10:30AM

- August 15th
- September 19th
- October 17th
- November 21st
- December 19th

4. Membership – current and still pursuing

The goal is for this group to have approximately 15 members

5. Crafting of goals based on committee charge and other relevant factors

The subcommittee then narrowed the focus to a discussion on the challenges and areas of opportunity:

- Gather and review current research and surveys on the existing shared services, shortages (geographically), recruitment, retention, wages and benefits, work/life balance.
- Research and fill data gaps.
 - CCM CRCOG Public Sector Municipal Work Group survey, [Office of Legislative Research's OLR Reports](#), CCM salary survey, [CCM Municipal Career Center Videos](#), 2020 [Report of the Task Force to Promote Municipal Shared Services](#), work previously done for the Commission on Municipal Opportunities and Regional Efficiencies (MORE Commission)
- Identify the most challenging roles to fill (e.g. town managers/administrators, finance directors, planners, building officials, assessors, tax collectors)
- Focus on career path requirements -- required degrees, technical training, certification and opportunities for reciprocity.
- Research trainee and apprenticeship opportunities
- Solicit best practices in Connecticut and other states
- Work with human resource professionals in government and associations on professionalism, budget process and recruitment process.
- Invite relevant guest speakers:
 - Governor's Workforce Council, Commissioner of Labor, Workforce Boards (perhaps a panel of the five regions), Executive Director of the Office of Higher Education, Connecticut Technical Education and Career System, President of Connecticut State Community College, Education Committee Leadership, Higher Education and Employment Advancement

Leadership, Planning and Development Committee Leadership, Municipal Labor Unions and the Labor and Public Employees Committee Leadership.

- Policy changes
- Review progress of Regional Performance Incentive Program grants (RPIP) and the changes in Sec. 7 of OPM's bill [HB 5273](#) (PA 14-132), noting that it provides more options.
- Review existing shared services legislation between municipalities, school districts, and regional council of governments and [HB 5056](#) Expansion of Shared Municipal Services. [Public Act 24-151](#), Section 127
- Federal or private funding

Workgroups and leads will be formed to gather relevant information and accommodate the broad expertise of the subcommittee.

- Data collection
- Building a survey with collaboration from with Labor/CCM/COST and/or public policy schools.

Members should submit additional concepts or reports ideas to Christine Goupil at OPM for dissemination to the group. It was noted that the More Commission and task force reports would be reported to the ACIR website and links circulated.

6. Discussion items for the next meeting.

- CCM Presentation on Municipal Careers
- Discuss future guest speakers - Franklin County Council of Governments in Massachusetts, CRCOG Public Sector Municipal Work Group
- Outreach to Finance Directors on compensation packages
- Culture/Climate of municipal jobs discussion for full ACIR
- Legislative protections for municipal employees
- Partnerships – UCONN, University of New Haven, The Workplace
- Opportunities for outreach to second chance population (removing the barriers), next generation entering workforce and attracting immigrant and multilingual populations
- Create workgroups to facilitate an area of review. Assign task leaders to set meeting schedules to accommodate a December review.

7. Adjourn

The meeting adjourned at 10:18AM

Minutes notes prepared by Christine Goupil, OPM

Attachment: legislation discussed at ACIR meetings during the 2024 session

Note: Bills in **bold** passed, but sections of interest or concern in those might have been removed prior to passage. The other bills did not pass, but sections of interest or concern in those might have reappeared in amendments to other bills that did pass.

- a. ~~[HB 5056](#)~~ *An Act Facilitating The Expansion Of Shared Municipal Services*
- b. ~~[HB 5144](#)~~ *An Act Concerning The Assignment Of Certain Liens*
- c. ~~[HB 5173](#)~~ *An Act Authorizing The Online Publication Of Legal Notices By Municipalities*
- d. ~~[HB 5264](#)~~ *An Act Concerning Volunteer Fire Departments And Ambulance Companies And The Definition Of Employer Under The State Occupational Safety And Health Act*
- e. [HB 5273](#) ***An Act Concerning The Recommendations Of The Intergovernmental Policy And Planning Division Within The Office Of Policy And Management, Audits And Municipal Finance***
- f. ~~[HB 5315](#)~~ *An Act Concerning Member Participation During Remote And Hybrid Municipal Public Agency Meetings Under The Freedom Of Information Act*
- g. ~~[HB 5348](#)~~ *An Act Concerning Paraeducators*
- h. ~~[HB 5390](#)~~ *An Act Concerning Transit-Oriented Communities*
- i. [HB 5436](#) ***An Act Concerning Educator Certification, Teachers, Paraeducators And Mandated Reporter Requirements***
- j. [HB 5437](#) ***An Act Concerning Education Mandate Relief, School Discipline And Disconnected Youth***
- k. ~~[HB 5473](#)~~ *An Act Concerning The Expansion Of Municipal Sewerage Systems To Promote The Development Of Housing And Requiring The Majority Leaders' Roundtable Group On Affordable Housing To Study The Elimination Of Municipal Design Review Processes*
- l. [HB 5503](#) [Note: Bill passed with completely different subject matter]
- m. ~~[HB 5515](#)~~ *An Act Establishing The Municipal Employees Retirement Commission And Concerning The Municipal Employees' Retirement System*
- n. ~~[SB 11](#)~~ *An Act Coordinating Connecticut Resiliency Planning And Broadening Municipal Options For Climate Resiliency*
- o. ~~[SB 170](#)~~ *An Act Concerning Rates For Ambulance And Paramedic Services*
- p. ~~[SB 191](#)~~ *An Act Concerning Food Scrap Diversion From The Solid Waste Stream And The Redemption Of Out-Of-State Beverage Containers*
- q. ~~[SB 198](#)~~ *An Act Establishing Local Representation On The Connecticut Siting Council For Local Projects*
- r. ~~[SB 207](#)~~ *An Act Concerning Housing Authority Jurisdiction*
- s. ~~[SB 229](#)~~ *An Act Establishing A School Mapping Data Grant Program*
- t. ~~[SB 381](#)~~ *An Act Concerning The Teaching Profession And Revisions To The Mandated Reporter Requirements*
- u. ~~[SB 449](#)~~ *An Act Concerning A Study Of State Taxation*
- v. Other