



Human Resources Policy Committee Meeting
Wednesday, March 17, 2025, 2:30 PM, HR Conference Room, 200 Church St., Burlington, VT

2:30 pm, HR Conference Room, 200 Church St., Burlington, VT OR Remotely via

ZOOM: Please click the link below to join the webinar:

Zoom Link: <https://zoom.us/j/94820907375?pwd=ZWdzWk5KTGp5K29vZ1dEd2dLaU9jQT09>

Meeting ID: 948 2090 7375

Passcode: 616429

Present:

Councilor Sarah Carpenter, Chair (SC)

Councilor Marek Broderick (MB)

Councilor Evan Litwin (EL)

Other in Attendance:

Lynn Reagan, HR Acting Director (LR)

Meaghan Diffenderfer, HR Administrative Coordinator

Meeting called to order, 2:32 pm by Chair Carter

1. Adopt Agenda

MB moves to adopt the agenda without the tentative executive session

EL seconds

All in favor, motion so moved and adopted

2. Approve Minutes

MB moves to approve the minutes from the 2/3/25 meeting as written

EL Seconds

All in favor, motion so moved and approved

3. Public Forum

None.

4. Policy Review

Subject

4.1. Discuss / approve new policies to be added to the City of Burlington's Comprehensive Personnel Policy Manual

LR leads discussion around policy review of the new Interactive Process Policy and Market Factor policy. Employee comments were shared with the committee.

Committee members asked clarifying questions.

MB moves to bring the policies forward to City Council.

EL seconds.

All in favor, motion so moved and accepted.

Next steps: Lynn will present policies to Board of Finance/Council, and Councilor Carpenter will add it to consent agenda.

5. Other Committee Business

Last committee meeting as this group, with presumed carry-over after organization day on 4/7. Should know first week in April what committee make-up will be.

LR provided an update on the timeline of the BPOA and BFFA negotiations.

7. Adjournment

Meeting adjourned by Chair SC at 3:00 pm.

8. Informational and Non-Discrimination Statements

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