

**Town of Rehoboth  
Personnel Board**

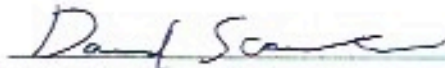


**Minutes of Meeting on March 6, 2019 at Gladys L. Hurrell Rehoboth Senior Center**

**Present: Dave Scanlon, Richard Panofsky, Lori Caron-Silveira, Sandy Marquis  
Absent: Craig Chapman**

**Call to order: 7:10 p.m.**

- 1) Approval of Minutes of January 23, 2019** – Dave made a motion to approve the minutes. Sandy seconded. **Motion passed 4-0.**
- 2) Dress Code Policy:** Richard made a motion to approve with recommended revisions. Sandy seconded. **Motion passed 4-0.**
- 3) New Business: Volunteers Policy**
  - Improvements in wording were suggested to the new draft, distributed by Richard by email; Richard will revise accordingly.
  - Policy will not apply to call firefighters.
  - Richard will consult Bill Maiorano, Chair of the Rehoboth Emergency Management Agency & Rescue Squad, about the issue of temporary appointments of volunteers for such needs as emergency interventions.
  - Dave will review the next draft informally with G. Schwall for guidance. One issue involves item 4, whether we might develop a more uniform process for appointing volunteers to work in departments.
- 4) Job Descriptions:**
  - **Director of IT and Media** – Sandy will work on a draft to submit next meeting for review.
- 5) Performance Reviews** – Revisions in wording suggested and incorporate into a power point presentation. Dave will review the training process with G. Schwall.
- 6) Adjournment:**
  - The next meeting will be held April 10, 2019 @ 7:00pm.
  - On a motion by Sandy and second by Richard, the meeting was adjourned 8:35p.m.

  
Dave Scanlon, Chairman

  
Richard Panofsky for Craig Chapman, Clerk