

**TOWN OF BROOKLINE ADVISORY COMMITTEE**  
**Personnel Subcommittee Report**  
**Human Resources Department: FY24 Budget:**  
**Public Hearing held via ZOOM on March 15, 2023**

**Attendance:** Ann Braga, HR Director; Christine Westphal, Subcommittee Chair; Subcommittee Members, Harry Friedman and Harry Bohrs; Melissa Goff, Deputy Town Administrator.

Hearing Recording:  
Click on the link below.

<https://brooklinema.zoomgov.com/rec/share/QK7K8OXxkn5-fpploMRBxtwB-dSD6Nooz4mWX0DpYEjtZMSXT48m240cmu7YU5se.KejYMGcRI8MiingJ>

**Recommendation:** The subcommittee voted to approve the budget of \$628,450 by a unanimous vote of 3-0-0. In the event of a successful override vote the subcommittee voted to approve a budget of \$646,527 by a vote of 2-1-0.

**Discussion:**

Ann Braga, Director of the Human Resources Department appeared at the subcommittee hearing and outlined the Department's accomplishment in FY 2023. These included the development of a Town of Brookline Code of Conduct that was approved by the Select Board; salary studies for non-union employees; the processing of the paperwork needed to obtain premium pay for employees who worked during the COVID health emergency; updating and implementing a permanent work from home program for eligible employees; and negotiating collective bargaining agreement for the Libraries, the Engineers, and the ASCME main contract.

The Department also hired a Learning and Development Coordinator, who is in the process of performing a needs assessment to determine the Town's training needs for employees. The members of the subcommittee discussed the need for specialized training for the Police and Fire Departments. While that training is most successful when provided by members of police and fire units, the hope is that in the future the Town may be able to train members of our police and fire departments to provide at least some of the necessary training in house.

The HR Department has also implemented a policy review of the Town's FMLA and parental leave policies and has reviewed the CORI and technology policies with the HR Board.

The Department is currently fully staffed. There is a \$3,063 increase in the FY24 budget without the override funding.

The subcommittee voted to approve the budget of \$628,450 by a unanimous vote of 3-0-0.

For further details see:

<https://stories.opengov.com/brooklinema/published/Chfq14Gha0s>

