



CITY OF SOMERVILLE, MASSACHUSETTS CLERK OF COMMITTEES

February 20, 2018

REPORT OF THE CONFIRMATION OF APPOINTMENTS AND PERSONNEL MATTERS COMMITTEE

Attendee Name	Title	Status	Arrived
Jefferson Thomas ("J.T.") Scott	Chair	Present	
Stephanie Hirsch	Vice Chair	Absent	
Wilfred N. Mbah	Alderman at Large	Present	
Lance L. Davis	Ward Six Alderman	Present	
Ben Ewen-Campen	Ward Three Alderman	Absent	

Others present: Tim Snyder - Mayor's Office, Annie - Connor - Legislative Liaison, Rositha Durham - Clerk of Committees.

The meeting took place in the Committee Room and was called to order at 6:00 PM by Chairman Scott and adjourned at 8:06 PM.

Approval of the January 24, 2018 Minutes

RESULT:	ACCEPTED
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Approval of the January 25, 2018 Minutes

RESULT:	ACCEPTED
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205083: That this Board's Committee on Confirmation of Appointments and Personnel Matters develop a comprehensive procedure manual regarding review processes for all categories of appointments and re-appointments.

There are currently 70 items before the Confirmation of Appointments and Personnel Matters Committee awaiting disposition, some of which are time sensitive. Members were informed that the mayor has appointed an Advisory Committee to work on appointments. Members discussed how to build a comprehensive procedure to provide clear understanding and to set expectations on what the role is for the aldermen. There is a need to take a more thorough approach when reviewing and acting on appointments.

Alderman Davis voiced his concerns over the previous process for appointments and said that information, such as resumes and job descriptions, should be provided to the aldermen well in advance of the committee meeting. Aldermen should know what has already been asked of the applicants. Alderman Mbah commented that there are many loop holes in the current process that really limit the power of the aldermen.

There were questions about the process for civil service promotions and a question regarding a process for challenging appointments. The committee also discussed having its own legal counsel for committee meetings.

A motion, that Law Department advise the committee on the legal requirements and/or standards that may exist for appointments or re-appointments and whether those standards differ depending on the appointed position, was approved.

A motion, that in support of the review of each candidate for confirmation, the Administration provide to the committee, all documentation it considered during the appointment process, including without limitation, the application package, any background and record investigations, and any similar materials, and in the case of selection from a "reserve list", any updated information since the time of appointment to the "reserve list", was approved.

RESULT:	KEPT IN COMMITTEE
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