

**Windham Region Transit District  
Personnel Committee Meeting  
Friday, October 27, 2017 – 2:30 p.m.  
Windham Region Transit District Board Room  
28 South Frontage Road, Mansfield Center, CT  
REGULAR MEETING MOTIONS and MINUTES**

**Board Members Present:** Marge Roach, Terry Coonradt, Tom Currier, Alex Marcellino

**Other Members Present:** Yolanda Negron

**Staff Present:** John Rayman, Administrator; Patty Holmes, Finance Director, Dagmar Noll, Recording Clerk

**Guests Present:** Joe Comerford, First Transit

**Public Present:** None.

**Call to Order**

M. Roach called the meeting to order at 2:30p.m.

**1. Public Participation**

(None).

**2. Secretary's Report**

**a. Approval of Minutes from the 9/22/2017 Personnel Committee Special Meeting**

T. Coonradt MOVED to approve the minutes from the 9/22/2017 Regular Meeting of the Windham Region Transit District Personnel Committee. T. Currier SECONDED. MOTION PASSED.

**3. Insurance RFP Discussion and Direction**

J. Rayman reported that he has received two responses to the RFP regarding employee health insurance. The new insurance provider needs to be in place by December 1, 2017.

**4. Set dates for 2018 meetings of Personnel Committee**

The committee agreed by consensus to the following 2018 meeting dates: June 15, 2018, 2:00p.m.; September 21, 2018, 2:30pm; October 26, 2018, 2:30pm.

**5. Other Business**

M. Roach noted that the WRTD Personnel Policy outlines a process for appealing issues with WRTD management decisions.

**6. Adjourn.**

The meeting adjourn at 2:45p.m.

Respectfully submitted by Dagmar Noll for T. Currier