

TOWN OF MADISON

JOB EVALUATION COMMITTEE – Human Resource Department

Meeting Agenda

January 11, 2017

3:00 p.m.

Town Campus Conference Room D

1. Call to Order
2. Public Comments
3. Approval of Minutes
 - a. Meeting of December 1, 2016
4. New Business
 - a. Proposed Modification of Job Description, Wage and Reclassification for the Position of Supervisor of Account Management, Finance Department.

 - b. Proposed Modification of Job Description, Wage and Reclassification for the position of Manager of Payroll and Accounting Services, Finance Department

 - c. Inclusion of Administrative Assistant, Department of Health in to the Classified Plan
5. Old Business
 - a. None
6. Other
7. Adjournment

If you require special accommodations for any meeting, please contact the First Selectman's Office at 203.245.5601 at least five (5) days prior to the scheduled meeting.