

## **RESOLUTION REGARDING WORKFORCE RETENTION**

**WHEREAS**, the Connecticut Resources Recovery Authority (the "Authority") desires to retain its very capable workforce to continue to provide effective service to its member Towns; and

**WHEREAS**, the Authority recognizes that it is important to have in place a level of commitment to its employees that alleviates to some degree any immediate concerns regarding their employment and to mitigate the impact to CRRA it might experience from a loss of personnel during the forthcoming mission-critical transition period and beyond.

**NOW THEREFORE, it is RESOLVED:** That CRRA shall institute a six-month working notice period for fulltime CRRA employees and a three-month working notice period for part-time employees who are terminated by CRRA without cause attributable to the employee, including as a result of position elimination, reorganization, restructuring; reduction in force; or other related circumstance.

*Boord*  
**HANDOUT**  
SEP 30 2010  
FROM: Jim Felde

# **Connecticut Resources Recovery Authority**

## **Working Notice for Employees**

***September 30, 2010***

### **Executive Summary**

In an effort to attract, motivate and retain current and future CRRA employees, the Authority recognizes that absent a structure to provide some level of job security for employees, CRRA may experience losses of key personnel and obstacles in recruiting new employees during the forthcoming mission-critical period and beyond. As recognition of the changing working environment facing CRRA, Management is proposing a fulltime/part-time working notice for employees whose position is impacted by circumstances beyond the employee's control.

Establishing a working notice period affords the employee and CRRA the opportunity for a smooth and orderly transition to the changing working environment. Working notice means the opportunity for the employee to continue to work for CRRA and to be paid the employee's customary compensation and benefits for actual work performed. A working notice will provide employees with a level of certainty that adequate communication of the change will be given by Management to individuals affected by the result of a position elimination, reorganization, restructuring; reduction in force; or other related circumstances.

The working notice is a zero-cost expenditure and shall not be in lieu of other benefits due under CRRA's pre-existing policies or agreements. Since the effected employee's compensation will continue at their budgeted salary rate for the six-month period, no additional costs are associated with this notice and the employee's compensation and benefits shall cease at the conclusion of the employee's final day of active employment. The working notice will not impair CRRA's authority to terminate an employee immediately for cause due to poor job performance, misconduct, violation of CRRA's rules or policies, or such other cause as CRRA may determine in its discretion.

Many of CRRA's managers and directors would be substantially restricted from working in the waste-to-energy industry for at least the first year following their separation from employment with CRRA. These managers would be most at risk. Providing a working notice is particularly important to CRRA's ability to retain employees at all levels within the Organization.