



MEMORANDUM

TO: MIRA OS & HR Committee

FROM: Jim Hayden, OS & HR Committee Chairperson

DATE: February 19, 2021

RE: Notice of OS & HR Committee Special Meeting

There will be a special meeting of the Organizational Synergy and Human Resources Committee of the Materials Innovation and Recycling Authority (MIRA) Board of Directors on *Wednesday, February 24, 2021 at 8:30 a.m.* *This meeting is being conducted pursuant to Governor Lamont's Executive Order No. 7B. MIRA offices are presently closed to the public due to the Corona Virus outbreak. Members of the public may attend the meeting telephonically by calling (929) 205- 6099, entering meeting ID 872 9738 2672#, and then entering the password 088889# when prompted.*

The purpose of the meeting will be the following matters:

- I. Pledge of Allegiance.
- II. Public Comment (3 minutes per speaker).
- III. Executive Session to discuss personnel employment matters, including the pending retirement of Mr. Peter Egan, the hiring of a new Director of Operations and Environmental Affairs, and the retention of critical skilled employees at the W-T-E Facility.
- IV. Review and Recommend – Resolution Approving Filling the Director of Operations and Environmental Affairs Position.
- V. Review and Recommend – Resolution Approving a Personal Services Agreement with Mr. Peter Egan.

If you will be unable to attend, please notify Laurie Hunt (lhunt@ctmira.org) immediately.

cc: Don Stein, Chairman
Laurie Hunt, Esq.

Tom Kirk, President
Peter Egan

Mark Daley, CFO
Thomas Edstrom

RESOLUTION FOR THE MATERIALS INNOVATION AND RECYCLING AUTHORITY BOARD OF DIRECTORS
APPROVING FILLING THE DIRECTOR OF OPERATIONS AND ENVIRONMENTAL AFFAIRS POSITION

WHEREAS, Mr. Peter Egan, the Authority's longtime Director of Operations and Environmental Affairs, has submitted his resignation; and

WHEREAS, the Authority's Hiring, Compensation, Promotion and Dismissal Procedure ("Procedure") requires the President to obtain the approval of the Directors, by a majority vote, prior to filling the position of Director of Operations and hiring the President's recommended candidate; and

WHEREAS, the Procedure also provides for the posting and advertising of vacant positions, and for any deviations from the Procedure to be subject to approval by a majority of the voting members of the Directors present at a scheduled meeting; and

WHEREAS, Mr. Egan's pending resignation warrants expedited hiring of an experienced and qualified candidate to work alongside Mr. Egan for a few weeks prior to assuming full responsibility for the Authority's operations and environmental affairs;

NOW, therefore, it is hereby:

RESOLVED: That this Board authorizes the President to fill the position of Director of Operations and Environmental Affairs as an exception to the Authority's Procedure regarding the posting and advertising of vacant positions, and approves the hiring of the recommended candidate, as discussed at this meeting.

RESOLUTION REGARDING A PERSONAL SERVICES AGREEMENT WITH MR. PETER EGAN

WHEREAS, Peter Egan, MIRA's Director of Operations and Environmental Affairs, has indicated that he intends to retire; and

WHEREAS, Mr. Egan has been employed by the Authority in various senior level positions since 2001, including as Director of Environmental Affairs since 2001 and as Director of Operations and Environmental Affairs since 2011, and has unduplicated and irreplaceable institutional knowledge of those aspects of the Authority's business; and

WHEREAS, Mr. Egan has agreed to be available to the Authority as a consultant as the President may deem necessary;

NOW, THEREFORE, it is

RESOLVED: That the President is authorized to enter into a Personal Services Agreement with Peter Egan substantially as presented and discussed at this meeting.