

HUMAN RESOURCES - ACTIVITY REPORT

Bonnie J. Lytle

Park New Haven Board Meeting, September 21, 2020

Personnel

- A list of new hires and employees terminating employment in August, 2020 is attached to this report.
- Due to the decrease in activity in our facilities as a result of COVID-19, we are continuing to not fill vacant positions at this time.
- The Mystery Shopper program, which was temporarily suspended due to the COVID-19 closure of our facilities, has still not yet resumed but will do so as soon as the facilities have an increase in parkers.
- **Arbitrations/Unemployment Hearings**
- No arbitrations or unemployment hearings are scheduled at this time.

Insurance Claims/Lawsuits

- A patron reported damage to his vehicle in the Crown Street Garage on August 16, 2020 when he returned to his vehicle and saw pieces of concrete on the vehicle which had fallen from above the parking space, resulting in dents and scratches to his car.
- An incident was reported in the front of Union Station on August 29, 2020 when a young girl who was walking on the edge of the sidewalk fell. It was reported that the sidewalk was wet at the time. There were no apparent injuries sustained by the child although she was transported to the hospital by ambulance.
- A Request to Preserve Evidence, in anticipation of litigation, was recently received from an attorney representing the individual who was allegedly assaulted in the Temple Street Garage on June 26, 2020.

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Insurance Claims/Lawsuits (con't)

- No employee injuries were reported in August, 2020.

Training

- Plans are being developed to provide a training schedule of two hours of Sexual Harassment Prevention Training for all of our employees as required by the State of Connecticut. Due to COVID-19 restrictions, a request for an extension to the October 1, 2020 deadline for the training to be completed was made in August and approved by the CHRO, which is a ninety- day extension, until the end of December, 2020.

Respectfully submitted,

Bonnie J. Lytle
Director of Human Resources

PARK NEW HAVEN PERSONNEL CHANGES AUGUST, 2020

NEW HIRES

<u>NAME</u>	<u>HIRE DATE</u>	<u>POSITION</u>
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NONE		
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EMPLOYEES TERMINATING EMPLOYMENT

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>POSITION</u>
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Marlon Henderson	August 28, 2020	Maintenance
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