



ELC of SWFL
Human Resources/Personnel Committee
October 26, 2023, 1:30 pm

Agenda

Microsoft Teams meeting

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Meeting ID: 298 439 840 678

Purpose: The Human Resource (HR) Committee is a committee charged with reviewing personnel policies, salary and incentive pay, benefits and the human resources function of the ELC and, based on its review, making recommendations to the Board of Directors.

Goals:

1. To review the ELC salary and benefits structure to make future recommendations to the Board of Directors.
2. To review the Employee Reference Guide and make recommendations for updates.

Committee Members:

Dr. Beth McBride, Director, Early Learning Collier County Public Schools

Dr. Trina Puddefoot, Executive Director, Early Steps – Health Planning Council

Barbara Short, Quality Assurance Program Manager, Southwest Florida Workforce Development Board

ELC Staff:

Dr. Melanie Stefanowicz, CEO

Wynetta Upshaw, Chief Administrative Officer

Monica Gaddy, Administrative Coordinator

Agenda Item	Facilitator	Discussion and Action
01. Welcome and Public Comment	Dr. Beth McBride	
02. <u>Approve</u>: Meeting Minutes <ul style="list-style-type: none"> • August 31, 2023 	Dr. Beth McBride	
03. <u>Approve</u>: Employee Reference Guide: Review of Proposed Policy Updates: <ul style="list-style-type: none"> • 304 Background Screening Policy • 902 Arrest 	Dr. Beth McBride	
04. New Business Items	Dr. Beth McBride	
05. Next Meeting Scheduled: January 4, 2023 1:30 p.m. – 3:00 p.m.	Dr. Beth McBride	

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