



ELC of SWFL
Human Resources/Personnel Committee
April 4, 2024, 1:30 pm
Meeting Agenda

Microsoft Teams meeting
[Click here to join the meeting](#)
 Meeting ID: [270 396 603 840](#)
 Passcode: ca5FEB

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. <u>Welcome and Public Comment</u>	Dr. Beth McBride	
02. <u>Approval:</u> a. Meeting Minutes from February 22, 2024	Dr. Beth McBride	
03. <u>Discussion and Approval:</u> a. Human Resources Audit	Dr. Beth McBride	
04. <u>Informational:</u> a. Employee Engagement Survey	Dr. Beth McBride	
05. <u>New Business Items:</u>	Dr. Beth McBride	
06. <u>Next Meeting Scheduled:</u> April 4, 2024 1:30 p.m. – 2:30 p.m.	Dr. Beth McBride	
07. <u>Adjournment:</u>	Dr. Beth McBride	

Microsoft Teams meeting
[Click here to join the meeting](#)
 Meeting ID: [270 396 603 840](#)
 Passcode: ca5FEB