



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Human Resource (Ad Hoc) Committee Minutes

January 12, 2015 8:30 am

Purpose: The Human Resource (HR) Committee is an ad hoc 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.

Committee Members Present: **Trina Puddefoot**, Executive Director, Early Steps – Health Planning Council; **Jill Turner**, CEO, Children’s Advocacy Center (via phone); and **Lara Sladick**, Human Resources Director, Goodwill Industries;

Staff Present: **Susan Block**, CEO **Committee Members Absent:** **Ivette Galarza**, Director of Program Quality, Redlands Christian Migrant Association

Agenda Items	Discussion	Action/Assignments
Welcome	<ul style="list-style-type: none"> Ms. Puddefoot welcomed the committee members. Ms. Block shared that Ms. Dobbins will no longer serve on the HR Committee. 	Committee members to provide suggestions for additional members, preferably, with HR/executive experience from the private sector.
Approval of August 18, 2014 and November 12, 2014 Minutes		Ms. Turner moved (Ms. Sladdick seconded) approval for 8/18/14 and 11/12/14 minutes. Motion approved
ELC Update	Ms. Block provided a summary of the group health insurance decision that followed the November 12 th HR Committee meeting. Lynne Thorpe, Director, Project Navigator was consulted about options on the marketplace. An HR attorney was consulted and provided information about the Affordable Care Act and its impact on ELC decision making. Based on	<ul style="list-style-type: none">

	<p>information gathered, the Coalition opted to maintain a group health insurance plan and its offer of a cash option for employees who show proof of health insurance. Currently, 5 employees continue to take the insurance offered through the Coalition. Ms. Block thanked the Committee for its contributions to a difficult process. She reported that staff were positive about the decision made by the Board.</p>	
Review of Committee Purpose and Goals	<p>Ms. Block reported that proposed By-Laws changes will be presented to the Nominations, By-Laws, Policies Committee to add the HR Committee as a standing committee. The group agreed that the general purpose of the committee remains the same. The goals of the Ad Hoc Committee have been accomplished.</p>	
Employee Reference Guide: Proposed Changes to Section 302	<p>Ms. Block presented changes to the Section 302 of the ERG which better describe the health insurance coverage offered by the Coalition in 2015.</p>	<p>Ms. Turner moved (Ms. Sladdick seconded) to approve the proposed change in language. Motion approved.</p> <p>Motion to be shared at Executive Committee meeting on 1/21/15.</p>
New Business Items	<p>There was no new business presented.</p>	
Meeting schedule	<p>The committee agreed to schedule regular meetings on Friday mornings at 8:30. If business is limited, meetings may be convened via phone. If no actions are required the meetings will be cancelled.</p>	<p>Ms. Block will shared future meeting dates with the committee via email.</p>