



ELC of SWFL  
Human Resources/Personnel Committee  
**February 3, 2017 Agenda**  
1:00 pm

**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 in order to make future recommendations to the Board of Directors
2. To review the Employee Reference Guide and make recommendations for updates

**Committee Members:** **Trina Puddefoot, Committee Chair**, *Executive Director, Early Steps – Health Planning Council*; Pamela Hebert, HR Director, Goodwill Industries and **Maureen Ungarean**, *Director of Early Learning, Collier County Public Schools*, **Marshall Bower President/CEO**, *The Foundation for Lee County Public Schools*; **Damaris Boone**, *Redlands Christian Migrant Association*

**Staff:** **Susan Block**, CEO

<u>Agenda Item</u>	<u>Facilitator/Presenter</u>
Welcome and Introductions	Trina Puddefoot
Vote to Approve January 10, 2017 Minutes	Trina Puddefoot
ELC Update	Susan Block
Update: Compensation Data	Susan Block
Impact of FLSA Rule Change on Overtime • Review Overtime Data: Updated January 2017	Susan Block
New Business Items	All
Next Meeting Scheduled: April 7, 2017	All

All meetings are held at the Early Learning Coalition 2675 Winkler Ave, Ft Myers, FL 33901 unless otherwise noted: