



ELC of SWFL
Human Resources/Personnel Committee
August 28, 2015 Agenda
8:30 am

Purpose: The Human Resource (HR) Committee is 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: **Patti Young**, Chief Operating Officer, Redlands Christian Migrant Association; **Trina Puddefoot**, Executive Director, Early Steps – Health Planning Council; **Jill Turner**, CEO, Children’s Advocacy Center; and **Lara Sladick**, HR Director, Goodwill Industries

Staff: **Susan Block**, CEO

<u>Agenda Item</u>	<u>Facilitator/Presenter</u>
Welcome and Introductions	Trina Puddefoot
Vote to Approve May 29,2015 Minutes	Trina Puddefoot
ELC Update	Susan Block
HR Audit Report	Susan Block
Salary Plan – Response to upcoming FLSA	Susan Block
Benefits Discussion	Susan Block
ERG Policy Draft – Background Screening –Drug Testing	Susan Block
New Business Items	All
Next Meeting Scheduled: November 13, 2015, 8:30 am	All

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