



ELC of SWFL
Human Resources/Personnel Committee

Agenda
September 10, 2019

2:00 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: *Jason Himschoot, Esq., Committee Chair, Goede, Adamczyk, DeBoest & Cross, PLLC Trina Puddefoot, Executive Director, Early Steps – Health Planning Council; Marshall Bower President/CEO, The Foundation for Lee County Public Schools; Joe Paterno, Executive Director, Southwest Florida Workforce Development Board; Cindy Whetsell, Designee for Health Department Administrator-Collier County and Roger Mercado, Director, Lee County Human and Veteran Services, Designee-Lee Board of County Commissioners*

Staff: Susan Block, CEO

| <u>Agenda Item</u> | <u>Facilitator/Presenter</u> |
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| Welcome – Committee Update: Pam Hebert resignation | Jason Himschoot |
| Vote to Approve April 23, 2019 & May 29, 2019 Minutes | Jason Himschoot |
| ELC Update <ul style="list-style-type: none"> • Status: Implementation of HR Salary Plan | Susan Block |
| Summary of Seasonal Summer Employee Experience | Susan Block |
| Proposed Policy Updates <ul style="list-style-type: none"> • Section 707: Paid Holidays | |
| Evaluation Tool: Executive Director | |
| New Business Items | All |
| Next Meeting Scheduled: October 29 2019, 2:00 pm | All |

Meetings are held via Zoom. <https://zoom.us/j/2875559962>