PEACE, Inc.

EEO/Personnel Committee Minutes

January 6, 2019

MEMBERS PRESENT: Pastor Phyllis Lee-Williams, Xander Hope, Edward Perry, Jason Wallace

STAFF PRESENT: Joseph O'Hara, Catherine Green Harris, Jamie Colucci

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CALL TO ORDER:

The meeting was called to order by Pastor Lee-Williams at 4:48pm, following a moment of silence.

APPROVAL OF MINUTES:

A motion to approve the minutes of the December committee meeting was made by Mr. Hope, seconded by Mr. Wallace and approved unanimously.

NEW BUSINESS:

Ms. Green gave a recap of human resources developments during 2018. She discussed the increased challenges in turnover and recruitment with regard to certain positions, and the delays in staffing due to pre-hire background checks. She also noted some positive developments such as the addition of a part-time HS/EHS recruiter, salary increases, and the impact of self-insurance.

Mr. Colucci discussed his desire to improve the effectiveness of internal hiring, and stated that a draft proposal would be made available for review at a future committee meeting.

POOL REPORT:

The committee reviewed and discussed the summary of hires and vacancies for December.

OLD BUSINESS:

Mr. O'Hara reported that he invited County Executive Ryan McMahon to speak at the Board Retreat.

Mr. O'Hara reported that Onondaga County officials agreed to increase the reimbursement to the agency for the Senior Nutrition Program by $134,000.

ADJOURNMENT:

A motion to adjourn the meeting was made by Mr. Wallace, seconded by Mr. Hope, and approved unanimously. The meeting was adjourned at 5:18pm.

PEACE, INC.
MEMORANDUM

TO: Head Start Policy Council / EEO Personnel Committee
FROM: Human Resources Department
SUBJECT: Open Positions
DATE: January 3, 2019

The following is a list of all approved open positions within PEACE, Inc., as of January 3, 2019.

Position Title	***Pay Grade***	***Date Posted***
Teacher, Head Start - Sumner	7/Nonexempt	10/15/18
Teacher, Head Start - Lafayette	7/Nonexempt	10/18/18
Nurse, Head Start - James Street & Liverpool	6/Nonexempt	1/2/19
Nurse, Head Start - Merrick & Catholic Charities	6/Nonexempt	1/2/19
Nurse, Head Start - Collaborations	6/Nonexempt	1/2/19
Family Worker, Early Head Start - Merrick	5/Nonexempt	1/2/19
Family Worker, Head Start - Catholic Charities	5/Nonexempt	12/17/18
Bus Driver, Head Start - Sumner	4/Nonexempt	11/30/18
Teacher Aide, Head Start - Merrick	2/Nonexempt	12/17/18
Kitchen Worker/Driver, Food Services	2/Nonexempt	9/6/18
Kitchen Worker/Driver, Food Services	2/Nonexempt	9/20/18
Custodian, Maintenance	2/Nonexempt	9/17/18
Insulation Crew Member, Weatherization-Syracuse	6/Nonexempt	7/10/18