

PEACE, Inc.

EEO/Personnel Committee Minutes

October 7, 2021 (via teleconference)

MEMBERS ON CALL: Pastor Phyllis Lee-Williams, Tonia Thornton

STAFF PRESENT: Carolyn Brown, Catherine Green Harris, Jamie Colucci

5:23pm:

The meeting was not called to order, because a full quorum was not participating.

NEW BUSINESS:

Ms. Harris distributed and reviewed new language to be added to the employee handbook of policies, regarding Personal Identifiable Information, the NYS HERO Act, reproductive rights, paycheck distribution and electronic timekeeping, and the new Juneteenth paid holiday. She also noted that the section regarding tuition assistance will be removed, because that benefit cannot continue to be consistently applied across all programs due to differences in funding.

Ms. Harris reported that there was a clean audit recently reported for the 401(k) plan.

Ms. Harris reported that senior management had determined that the COVID-19 vaccination requirements mandated for all HS/EHS staff by the federal government will be applied to all other agency staff for the sake of consistency.

Mr. Colucci reviewed recent new initiatives to promote awareness of open positions, including paid social media posts, billboard and bus displays, lawn signs, and ads in The Stand. He reported that there are currently 66 open positions in the agency.

Ms. Harris reported that further adjustments will be made to the salary structure to comply with the increase in the NYS minimum wage to take effect 12/31/21.

ADJOURNMENT:

The teleconference was ended at 5:53pm.