

PEACE, Inc.

EEO/Personnel Committee Minutes

February 5, 2015

MEMBERS PRESENT: Pastor Phyllis Lee-Williams, Steven Hodgens, Tonia Thornton,
Jason Wallace

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

CALL TO ORDER:

The meeting was called to order at 4:50pm, following a moment of silence.

APPROVAL OF MINUTES:

A motion to approve the minutes of the December meeting was made by Ms. Thornton, seconded by Mr. Hodgens, and approved unanimously. It was noted that there was no committee meeting in January.

NEW BUSINESS:

Ms. Green distributed and reviewed the 2014 turnover reports for Head Start / Early Head Start and non-HS/EHS programs.

Ms. Green reported that qualifications for Head Start Teacher Assistants are being reviewed to determine whether they can be revised to allow more applicants to be considered.

Ms. Green distributed and reviewed the summary of comparisons for benchmarked positions from the recent wage comparability study.

POOL REPORT:

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

ADJOURNMENT:

A motion to adjourn the meeting was made by Mr. Wallace, seconded by Mr. Hodgens, and approved unanimously. The meeting was adjourned at 5:20pm.

PEACE, INC.
M E M O R A N D U M

TO: Head Start Policy Council / EEO Personnel Committee
FROM: Human Resources Department
SUBJECT: Open Positions
DATE: February 4, 2015

The following is a list of all approved open positions within PEACE, Inc., as of February 4, 2015.

<i>Position Title</i>	<i>Pay Grade</i>	<i>Date Posted</i>
Teacher - UPK, Head Start - Sumner	7/Exempt	2/2/15
Teacher, Early Head Start - Sumner	7/Nonexempt	9/24/14
Teacher, Head Start - Merrick	7/Nonexempt	1/26/15
Home Visitor, Head Start/Early Head Start	6/Nonexempt	1/12/15
Teacher Assistant - UPK, Head Start - Sumner	4/Nonexempt	8/7/14
Teacher Assistant, Head Start - St. Brigid's	3/Nonexempt	8/14/14
Teacher Assistant, Head Start - James Street	3/Nonexempt	8/21/14
Teacher Assistant, Head Start - Liverpool	3/Nonexempt	9/5/14
Teacher Assistant, Head Start - Rockwell	3/Nonexempt	10/1/14
Teacher Assistant, Head Start - MANOS	3/Nonexempt	12/12/14
Teacher Aide, Head Start - Liverpool	2/Nonexempt	1/16/15
Nutrition Aide, Head Start - Lafayette	1/Nonexempt	1/27/15
Program Assistant, Energy & Housing	6/Nonexempt	1/6/15
Family Development Advocate II, Southside FRC	5/Nonexempt	1/6/15
Family Development Advocate I, County South FRC	4/Nonexempt	1/16/15
Neighborhood Advisor, County West FRC	3/Nonexempt	12/31/14