

PEACE, Inc.

EEO/Personnel Committee Minutes

June 5, 2014

MEMBERS PRESENT: Pastor Phyllis Lee-Williams, Tonia Thornton

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

CALL TO ORDER:

The meeting was called to order at 4:50pm, and it was noted for the record that a quorum was not present.

NEW BUSINESS:

Ms. Green reported that second presentations were conducted for the two finalist 401(k) plan proposals, and the reviewing committee will meet on June 13th to determine which proposal will be recommended to the committee.

Mr. Green reported that a committee is considering various time and attendance tracking system options for HS/EHS.

Mr. Green reported a pay increase is being considered for HS/EHS bus drivers to improve recruitment and retention.

Ms. Green reported that RFPs will be sent for a wage comparability study.

POOL REPORT:

The committee reviewed and discussed the May summary of hires and vacancies.

ADJOURNMENT:

The meeting was adjourned at 5:21pm.

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: June 5, 2014

The following is a list of all approved open positions within PEACE, Inc., as of June 5, 2014.

<u><i>Position Title</i></u>	<u><i>Pay Grade</i></u>	<u><i>Date Posted</i></u>
Site Supervisor, Head Start - Baldwinsville	7/Exempt	6/5/14
Teacher, Head Start - Rockwell	7/Nonexempt	6/5/14
Home Visitor, Head Start - Marcellus	6/Nonexempt	5/6/14
Family Worker, Head Start - Sumner	5/Nonexempt	5/23/14
Family Worker, Head Start - St. Daniel's	5/Nonexempt	6/5/14
Family Worker, Head Start - Merrick (part-time)	5/Nonexempt	6/2/14
LPN, Head Start - St. Daniel's	5/Nonexempt	6/5/14
Administrative Assistant, Head Start - Merrick	3/Nonexempt	5/23/14
Teacher Assistant, Head Start - Merrick	3/Nonexempt	5/23/14
Teacher Assistant, Head Start - Merrick	3/Nonexempt	4/3/14
Teacher Assistant, Head Start - St. Daniel's	3/Nonexempt	4/3/14
Teacher Aide, Head Start - St. Daniel's	2/Nonexempt	4/15/14
Teacher Aide-UPK, Head Start - St. Brigid's	2/Nonexempt	4/28/14
Center Aide, Head Start - Merrick	1/Nonexempt	4/3/14
Bus Driver, Head Start - Lafayette	4/Nonexempt	4/3/14
Bus Driver, Head Start - Floater	4/Nonexempt	9/11/13
Quality Assurance Manager, Administration	10/Exempt	3/21/14