

PEACE, Inc.

EEO/Personnel Committee Minutes

June 17, 2014

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

STAFF PRESENT: Catherine Green, Jamie Colucci

CALL TO ORDER:

The meeting was called to order at 4:55pm, following moment of silence.

APPROVAL OF MINUTES:

A motion to approve the minutes of the May 5th and June 5th meetings was made by Ms. Thornton, seconded by Mr. Wallace, and approved unanimously.

NEW BUSINESS:

Mr. Wallace reported that the ad hoc committee reviewing 401(k) plan proposals met on June 13th, following a second round of presentations and collection of client references. Mr. Wallace reported that the consensus of the committee is to recommend Mutual of America as the new provider for the agency 401(k) plan. He noted that this company specializes in administering retirement plans for not-for-profit agencies, and that it has been endorsed by the national Community Action Partnership. He also noted that Mutual of America directly provides all plan services without brokers or third-party administrators, that the company is not publicly traded allowing a more long-term approach to investments, and that their team gave an excellent presentation that underscored their ability to provide suitable participant education services to our staff.

A motion to recommend Mutual of America as the new provider for the agency 401(k) plan was made by Ms. Thornton, seconded by Mr. Wallace, and approved unanimously.

Ms. Thornton suggested that the ad hoc committee should continue to stay involved during the transition of the 401(k) plan.

POOL REPORT:

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

OLD BUSINESS:

Ms. Green reported that the 401(k) plan audit will take place the week of July 7th.

Ms. Green reported that a 1.3% Cost-of-Living Adjustment (COLA) will be provided for all eligible Agency employees retroactive to the February 21, 2014 pay date, following approval by HHS for a 1.3% COLA for all eligible HS/EHS staff.

Ms. Green reported that an increase in health insurance premiums of at least 12% is expected from BCBS for the next benefit plan year, and that the agency is considering alternate options including becoming self-insured.

ADJOURNMENT:

A motion to adjourn was made by Mr. Wallace, seconded by Ms. Thornton, and approved unanimously. The meeting was adjourned at 5:23pm.