

Executive Committee Meeting
Monday, August 26, 2024 –10:00 am
MINUTES

I. Call to Order

The meeting was called to order at 10:00 a.m. by Board Chair and committee member Raymond Royce due to questionable connectivity for Committee Chair Kelly Owens. Chair Royce inquired if any Requests for Public Comment had been made and was advised that none had.

II. Introductions

Roll was called to identify and confirm committee members present in the room and those participating by phone. Staff and others present were identified (see end of meeting minutes for attendees). A quorum was established.

I. Topic:

Action Items:

A. Review and Approval of CSH Local Plan

Referring to the action item in the agenda packet, Chair Royce asked if any member of the committee had questions, comments, or concerns regarding the Plan as presented. Electronic copies of the Plan were made available to committee members prior to today's meeting. After a brief discussion, Chair Royce initiated approval of the action by outlining the procedures presented and calling for a motion.

- A motion was made by Committee member, David Royal, to approve the Plan as presented.
- Motion seconded by Committee member, Gary Ritter.
- Motion carried unanimously.

B. Approval of the FloridaCommerce Grantee/Subgrantee Agreement

Referring to the action item in the agenda packet, Chair Royce asked if any member of the committee had any questions or comments about the Grantee/Subgrantee Agreement. Electronic Copies of the Agreement were made available to committee members prior to today's meeting. After discussion, Chair Royce initiated an action to approve the Grantee/Subgrantee Agreement as presented and called for a motion.

- A motion was made by Committee member, Gary Ritter to approve the Grantee/Subgrantee agreement as presented.
- Motion seconded by Committee member David Royal.
- Motion carried unanimously.

C. Request for Wage Adjustment for Internal Promotions

Referring to the action item in the agenda packet, Ms. Doubleday reported CareerSource Heartland (CSH) follows the Board approved Salary Matrix for determining position wage rates. Employees, whether new or being promoted, begin at the standard base salary for the position being filled. The practice of beginning promoted employees at the standard base salary for the new position is proving to be a disincentive for current employees to apply for open positions within the organization. Often, the differential between longer-term employees' current wages and the base rates of the open positions is minimal. The extra responsibility is not worth the compensation being offered in return. Yet, current employees are typically the most qualified because of the skills obtained and exercised through their experiences on the job.

For this reason, to encourage CSH's current employees to apply for open positions within the company, staff requested consideration of the following adjustments to the Salary Matrix.

For current employees promoted into jobs within the same department, allow creditable experience such that the starting wage in the new position would be equal to the Board approved Salary Matrix base plus one (1) year of experience for each five (5) years worked within that department.

Following robust discussion, Chair Royce called for a motion to allow creditable experience for current employees promoted into jobs within the same department such that the starting wage in the new position would be equal to the Board approved Salary Matrix base plus one (1) year of experience for each five (5) years worked within that department.

- A motion was made by Committee member David Royal.
- Motion seconded by Committee member William Allbritton.
- Motion carried unanimously.

III. Other

There were no other matters brought before the Executive Committee.

IV. Adjourn

Committee Chair, Commissioner Owens, adjourned the meeting at 10:18 a.m.

Committee members present and participating: Commissioner Kelly Owens (Chair), Gary Ritter, David Royal, Raymond Royce, and William Allbritton

Committee members absent: none

Public attendance: none

CSH staff present: Donna Doubleday, Ann Martin, Melody Snider