

Needs Assessment and Personnel Joint Committee Minutes

Tuesday, May 2, 2022, at 9:00 AM
Appleyard Agency Meeting Room
4400 Bayou Blvd #34, Pensacola, FL 32503



Members in attendance were Lumon May, David Peaden, Stephanie White, Patty Hightower, Dr. Tim Smith, and Tori Woods. Others in attendance were Tammy Greer, ECT Executive Director; Meredith Bush, General Counsel; Emmalee Peoples; and Aviyonne Tart, ECT Board Liaison.

- **Stephanie White called the meeting to order at 9:03 AM.**
- **Discussion Items for Personnel:**
- **Discussion Items -- Personnel:**
 - Executive Director Tammy Greer suggested revisions to the director of finance and director of programs positions.
 - Board members discussed the pros and cons of proposed salary ranges.
 - David Peaden suggested that additional paid time off (e.g., similar to the school district – two weeks for winter holidays and one week for spring break) may make the position more attractive.
 - The director of finance position will be reopened advertising it starting at \$85,000 to see if we get more applicants. The director of programs position advertising will begin soon.
 - Patty Hightower made a motion for Personnel Committee chair, David Peaden, and Tammy Greer to negotiate salary and benefits packages with candidates and reconvene with a resolution at the next board meeting. Lumon May seconded and all members present were in favor. None opposed.
- **Discussion Items for Needs Assessment:**
 - Tammy Greer reviewed the proposal from Kleinhaus Consulting Group for developing a needs assessment report in phases, with Education Access and Quality being the first report to be completed.
 - Patty Hightower and Tori Woods noted that transportation is a primary barrier to attendance among children in pre-K; addressing this need will be discussed further.
 - Tammy Greer mentioned that she is working on an RFP to address kindergarten readiness.
 - The Needs Assessment Committee will reconsider the proposal after a decision has been made regarding the director of programs position. If the selected candidate can do the assessment report, then a consulting contract may not be needed.
- **There were no public comments.**
- **Adjournment: 9:57 AM.**

Next meeting:

Tuesday, May 10, 2022, 4:45 PM

Ernie Lee Magaha Building

221 Palafox Place, Pensacola, FL, 32502