

Children's Services Council
PERSONNEL COMMITTEE MEETING MINUTES

Thursday, February 28, 2019 - 3:00 p.m.

1. Call to Order

The meeting was called to order at 3:00 p.m.

Present (Committee Members - Council): Thomas Bean, Vince Goodman.

Present (Council Member): Jose Luis Rodriguez, Esq.

Present (Staff): Leah Shaw, Tom Sheehan, Shay Tozzi, Lisa Williams-Taylor, Ph.D.

2. Minutes of Personnel Committee Meeting of October 25, 2018

A motion by Goodman/Bean to approve the Minutes of the October 25, 2018 Personnel Committee Meeting as presented was approved for recommendation to the Council.

3. Performance Review of Chief Executive Officer – Discussion and Approval

The Personnel Committee reviewed the final Performance Evaluation Report which included the compilation of scores and feedback from the CSC Council members for the evaluation period of February 1, 2018, to January 31, 2019. This year the overall performance evaluation score was 42.33 out of a total possible of 45. The CEO respectfully declined an increase in salary. Conversation ensued regarding the CEO's outstanding performance and the intention to provide a compensation package that was in alignment with the market for a similar position. The Personnel Committee members determined to honor the CEO recommendation to not provide a salary increase keeping her base at \$201,427. Additionally, the Personnel Committee determined to maintain the car allowance at \$7,000 and additional vacation accrual at \$4,648, to increase assistance to pay down student loans from \$18,500 to \$20,000 and to add a Council funded contribution towards a 457 Deferred Compensation plan in the amount of \$8,000. This compensation package will be retroactive to February 1, 2019.

Additional discussion ensued regarding future consideration for the CEO Performance Evaluation timeline to allow the full Council extended time to review the Personnel Committee's recommendation for the CEO's compensation package prior to approval. This discussion point will take place at the March 28, 2019 Personnel Committee meeting.

A motion by Goodman/Bean to approve the Performance Review of the Chief Executive Officer was presented and approved for recommendation to the Council.

4. Adjournment

The meeting was adjourned at 4:00 p.m.



Vincent Goodman, Secretary



Lisa Williams-Taylor, Ph.D., Chief Executive Officer