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<p>1 2 3 4 5 6 JACKSONVILLE HOUSING AUTHORITY BOARD OF COMMISSIONERS 7 HUMAN RESOURCES COMMITTEE MEETING 8 9 10 TAKEN: Friday, February 16, 2024 11 TIME: 9:04 a.m. to 10:09 a.m. 12 PLACE: Jacksonville Housing Authority 13 1300 North Broad Street 14 Jacksonville, Florida 32202 15 and via videoconference 16 17 Taken by Carol DeBee Martin, court reporter. 18 19 20 Carol DeBee Martin 21 Jacksonville Court Reporting, Inc. 22 1620 Bartram Road, Apt. 6111 23 Jacksonville, Florida 32207 24 (904) 465-0787 (cell) 25 debeemartin@aol.com</p>	<p>1 PROCEEDINGS 2 February 16, 2024 9:04 a.m. 3 CHAIRWOMAN REYES: All right. Good morning, 4 everyone. 5 PEOPLE: Good morning. 6 CHAIRWOMAN REYES: Happy Friday. 7 COMMISSIONER BROCK: Happy Friday to you. 8 CHAIRWOMAN REYES: Quick moment to introduce 9 and welcome Commissioner Weatherby, right? 10 MS. WEATHERBY: Yes. 11 CHAIRWOMAN REYES: Thank you. 12 So we'll call the meeting to order at 9:04. 13 This is the Human Resources Committee, 14 and so we'll be discussing very specific things. 15 And then we'll be able to present for 16 information in the next board meeting at 10:30, 17 right? 18 COMMISSIONER HOROVITZ: Yes, yes. 19 CHAIRWOMAN REYES: Okay. So we do have the 20 last HR Committee that was held was on 21 September 20th. We do have those minutes. 22 Have you had a chance to review them? 23 (no response) 24 CHAIRWOMAN REYES: If so, can I get a motion 25 to approve the minutes?</p>
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<p>1 APPEARANCES: 2 CHAIRWOMAN ANDREA REYES 3 COMMISSIONER HARRIET BROCK 4 COMMISSIONER HEATHER HOROVITZ, VICE CHAIR 5 COMMISSIONER HANK ROGERS 6 LISA STRANGE WEATHERBY/COMMISSIONER WEATHERBY 7 VANESSA DUNN, ACTING CEO and COO 8 ANTONIO PEREZ 9 EVANN MORRIS 10 LAWSIKIA HODGES, ESQUIRE (OGC) 11 KORT PARDE, CAO 12 DENNIS LOHR, CFO 13 LINDA FITZGERALD 14 CATHLEEN PONDER-HUNT 15 SATONIA HART 16 CRYSTAL BLACKMER 17 KELVIN NOBLE 18 CASMIRA HARRISON 19 TODD AUBUCHON 20 21 (VIA VIDEOCONFERENCE) 22 JENNIFER JOHNSON 23 JOHN FINOTTI (Tucker Hall) 24 HARRY WILSON 25 SONYA HARRELL, ESQUIRE, (OGC) BEN BECKER (Action News Jax) --- ---</p>	<p>1 COMMISSIONER BROCK: I make a motion. 2 COMMISSIONER HOROVITZ: I'll second. 3 CHAIRWOMAN REYES: All right. 4 Any discussion? 5 (no response) 6 CHAIRWOMAN REYES: Wonderful. 7 And then, can I get a vote to pass the 8 minutes? 9 Say, "Aye." 10 COMMISSIONER ROGERS: Aye. 11 COMMISSIONER HOROVITZ: Aye. 12 COMMISSIONER BROCK: Aye. 13 CHAIRWOMAN REYES: Wonderful. It passes 14 unanimously. 15 All right. So part of the agenda is the 16 HR Committee Chair comments. I do have a couple 17 of comments, because this is our first 18 HR Committee for our very new board. 19 I believe that previously they were being 20 held on a quarterly basis, and so I do eventually 21 want to get back to that; however, given our work 22 list that we'll discuss in Section VII, I do think 23 it is prudent of us to go ahead and create or 24 schedule a standing monthly meeting, at least for 25 the next three months, until we get some of these</p>

Page 5	<p>1 things of our list checked off.</p> <p>2 So I would like to just go ahead and schedule</p> <p>3 a standing meeting for us either on Monday</p> <p>4 afternoons or Friday mornings if that works for</p> <p>5 the rest of the committee members.</p> <p>6 COMMISSIONER HOROVITZ: (nodded head</p> <p>7 affirmatively)</p> <p>8 COMMISSIONER WEATHERBY: Okay.</p> <p>9 COMMISSIONER BROCK: It's depending on the</p> <p>10 time, you know.</p> <p>11 CHAIRWOMAN REYES: Okay. So I'll have Kort</p> <p>12 poll that for us.</p> <p>13 MS. PARDE: (nodded head affirmatively)</p> <p>14 CHAIRWOMAN REYES: Thank you.</p> <p>15 So, yes. The plan is to have three</p> <p>16 consecutive monthly meetings, and then, hopefully,</p> <p>17 we can convert to a quarterly basis.</p> <p>18 So, as your HR Chair, I do want to stress,</p> <p>19 right, that this is a relatively new board.</p> <p>20 I, myself, just joined in November, and I'm still</p> <p>21 learning a lot of things about the agency,</p> <p>22 the inner workings, the how-tos.</p> <p>23 So I just wanted to put it on the record that</p> <p>24 I am going to strive for very open communication,</p> <p>25 direct transparency, and so, with that,</p>	Page 7	<p>1 However, if you, as an employee, are feeling,</p> <p>2 you know, that you are experiencing any type of</p> <p>3 harassment or any type of uncomfortableness,</p> <p>4 please talk to your supervisors.</p> <p>5 I believe Linda -- is Linda here?</p> <p>6 MS. FITZGERALD: Yes.</p> <p>7 CHAIRWOMAN REYES: Is it possible to</p> <p>8 circulate that to the agency so that all of the</p> <p>9 JHA employees are aware and just as a reminder</p> <p>10 that this was discussed in today's meeting?</p> <p>11 MS. FITZGERALD: Absolutely.</p> <p>12 CHAIRWOMAN REYES: Thank you.</p> <p>13 All right. And then our Chair has to</p> <p>14 actually make some movements for this to move</p> <p>15 forward.</p> <p>16 COMMISSIONER HOROVITZ: So, do I have to make</p> <p>17 a motion?</p> <p>18 MS. HODGES: No. Through the Chair, Heather,</p> <p>19 as the Chair of the board, we just need to --</p> <p>20 this is more technical.</p> <p>21 The HR Committee should be designated as the</p> <p>22 Transition and Search Committee pursuant to your</p> <p>23 succession policy. That's something you can do as</p> <p>24 the Chair, and then this committee needs a</p> <p>25 Vice-Chair.</p>
Page 6	<p>1 I do welcome input from both the committees,</p> <p>2 obviously, our CEO and, of course, the employees</p> <p>3 at Jacksonville Housing Authority.</p> <p>4 Please feel free to email me with any,</p> <p>5 you know, comments, recommendations or concerns.</p> <p>6 And, with that, right, change is hard.</p> <p>7 Yet it's necessary, and it's the only constant in</p> <p>8 life.</p> <p>9 Right?</p> <p>10 So, you know, we know that people are</p> <p>11 still split on the previous CEO's departure,</p> <p>12 and that is okay.</p> <p>13 Right?</p> <p>14 That's just the way that the cookie</p> <p>15 crumbles, but our role in this committee and this</p> <p>16 board is really to move the agency forward.</p> <p>17 And so, you know, I would like to take this moment</p> <p>18 to just collectively, at least from my part as</p> <p>19 your HR Chair, say that that is going to be</p> <p>20 my intention.</p> <p>21 And, with that, right, if any JHA employee or</p> <p>22 staff individual is experiencing any or seeing any</p> <p>23 fraud, waste or abuse, I do think it's relevant to</p> <p>24 state, again, for the record, that you have a</p> <p>25 right to report that directly to the OIG.</p>	Page 8	<p>1 The other thing I would say, with our new</p> <p>2 board member here, who is not actually a committee</p> <p>3 member -- so you're considered a visiting</p> <p>4 committee member. You can't participate in the</p> <p>5 votes, but, if you would like to be on this</p> <p>6 committee, now would be the time, Heather,</p> <p>7 for you to also appoint this new board member on</p> <p>8 this committee should she want to be on the</p> <p>9 committee.</p> <p>10 COMMISSIONER HOROVITZ: Excellent.</p> <p>11 Thank you.</p> <p>12 Okay. So, first, I would like to designate</p> <p>13 the HR Committee as the Transition and Search</p> <p>14 Committee pursuant to our succession policy.</p> <p>15 So thank you for leading that effort.</p> <p>16 Secondly, Commissioner Weatherby, would you</p> <p>17 like to join this committee?</p> <p>18 COMMISSIONER WEATHERBY: Yes.</p> <p>19 COMMISSIONER HOROVITZ: Is there anyone</p> <p>20 who would like to Vice-Chair this committee?</p> <p>21 COMMISSIONER BROCK: I would.</p> <p>22 COMMISSIONER HOROVITZ: Is there anyone else</p> <p>23 who would also like to discuss it?</p> <p>24 And thank you, Commissioner Brock,</p> <p>25 for volunteering.</p>

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<p>1 (no response)</p> <p>2 COMMISSIONER HOROVITZ: I'd like to also</p> <p>3 mention that we have the Finance Committee,</p> <p>4 which is a standing meeting committee.</p> <p>5 So, if anyone has interest in that committee,</p> <p>6 as well, we would be looking for a Chair and a</p> <p>7 Vice-Chair.</p> <p>8 So, as you're thinking about how you would</p> <p>9 like to volunteer, consider that.</p> <p>10 So, Commissioner Brock.</p> <p>11 COMMISSIONER BROCK: I have a question.</p> <p>12 So, are you saying that you're not going to</p> <p>13 Chair the Finance Committee anymore?</p> <p>14 COMMISSIONER HOROVITZ: I believe we don't</p> <p>15 have a Vice-Chair.</p> <p>16 COMMISSIONER BROCK: Okay.</p> <p>17 COMMISSIONER HOROVITZ: I think that --</p> <p>18 COMMISSIONER BROCK: But you had said,</p> <p>19 "a Chair and a Vice-Chair." That's why I was</p> <p>20 asking.</p> <p>21 COMMISSIONER HOROVITZ: -- right. I think,</p> <p>22 moving forward, it's something to consider,</p> <p>23 that I won't chair that committee forever,</p> <p>24 and I really do want to share responsibilities on</p> <p>25 the board.</p>	<p>1 CHAIRWOMAN REYES: Thank you, Commissioner</p> <p>2 Brock. I look forward to working with you.</p> <p>3 COMMISSIONER BROCK: Yes.</p> <p>4 CHAIRWOMAN REYES: All right. So the focus</p> <p>5 of today's meeting is really going to be regarding</p> <p>6 the CEO search process. You know, this is really</p> <p>7 the first threshold step to get us into a position</p> <p>8 to find the best CEO for our current JHA.</p> <p>9 You know, we do not have to select who that</p> <p>10 person is going to be today. That's not today's</p> <p>11 goal. Today is just to establish the process,</p> <p>12 because it is a very long process. From what</p> <p>13 I understand from the previous CEO selection,</p> <p>14 it took about seven to eight months.</p> <p>15 Hopefully, we can reduce that, because we</p> <p>16 have an Acting CEO for 60 -- a little bit under</p> <p>17 that, at this point. So really today is regarding</p> <p>18 the process.</p> <p>19 And so I have been in communications,</p> <p>20 obviously, with our counsel, also, with Kort</p> <p>21 regarding just some of the steps to get us</p> <p>22 there.</p> <p>23 So the first inquiry really depends on</p> <p>24 whether or not we want to promote an internal</p> <p>25 candidate from within the JHA agency or whether</p>
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<p>1 We also have the Acquisition Committee that</p> <p>2 I currently chair.</p> <p>3 And I'm so sorry, through the Chair.</p> <p>4 CHAIRWOMAN REYES: Yes. No. It's okay.</p> <p>5 COMMISSIONER HOROVITZ: I'm sorry.</p> <p>6 And so just thinking through how we can</p> <p>7 rebalance the workload a little bit, because</p> <p>8 there's a lot of responsibility and to get other</p> <p>9 opinions.</p> <p>10 So we currently have one volunteer for</p> <p>11 Vice-Chair.</p> <p>12 Is there anyone else who would like to</p> <p>13 volunteer?</p> <p>14 (no response)</p> <p>15 COMMISSIONER HOROVITZ: Okay. Great.</p> <p>16 Do we take a vote?</p> <p>17 MS. HODGES: No, no.</p> <p>18 CHAIRWOMAN REYES: You just appoint.</p> <p>19 MS. HODGES: Through the Chair, as the</p> <p>20 Vice-Chair of the board, you can make that</p> <p>21 appointment.</p> <p>22 COMMISSIONER HOROVITZ: Great. Okay.</p> <p>23 Thank you, Commissioner Brock, for</p> <p>24 volunteering, and you'll be the Vice-Chair of the</p> <p>25 HR Committee.</p>	<p>1 we want to do a national search. That needs to be</p> <p>2 the first thing, and we actually have to vote on</p> <p>3 this.</p> <p>4 So let's engage in some discussion.</p> <p>5 Right?</p> <p>6 You know, what are the pros and cons?</p> <p>7 Any comments on that?</p> <p>8 COMMISSIONER HOROVITZ: To the Chair,</p> <p>9 if I can make a clarifying comment.</p> <p>10 Will we make a vote on this and then a</p> <p>11 recommendation to the Special Board Meeting</p> <p>12 that's following this, or we'll actually make that</p> <p>13 decision in this meeting?</p> <p>14 CHAIRWOMAN REYES: We will make the</p> <p>15 decision in this (sic) meeting and then inform the</p> <p>16 next meeting.</p> <p>17 MS. HODGES: Right. So, just through the</p> <p>18 Chair to clarify -- so this committee --</p> <p>19 anything that comes out of this committee,</p> <p>20 at this point, are recommendations to the board.</p> <p>21 So whatever you act on today you will move</p> <p>22 into the Special Board Meeting, and, as a board</p> <p>23 just like any other committee, make a</p> <p>24 recommendation. And the Board can accept that</p> <p>25 recommendation or reject it.</p>

<p style="text-align: right;">Page 13</p> <p>1 CHAIRWOMAN REYES: Thank you for that 2 clarification. I think I answered incorrectly. 3 So, yes. It is a recommendation. 4 It's not an official vote. We are going to vote 5 on the recommendation, but then the board will 6 vote on it. 7 COMMISSIONER WEATHERBY: I am a voting 8 member? 9 MS. HODGES: Yes. 10 COMMISSIONER WEATHERBY: Thank you for that. 11 I just want to be sure. 12 I think it's important to do a national 13 search. That's what we did at JEA, and it was a 14 good move. 15 COMMISSIONER HOROVITZ: I agree with 16 Commissioner Weatherby. I think that, even if in 17 the end we go with an internal candidate, 18 I think that the agency deserves a national look 19 at candidates, and it allows us to find the best 20 candidate. And that best candidate might be at 21 the agency or local, but I think that we're doing 22 the agency a disservice if we don't do a national 23 search. 24 CHAIRWOMAN REYES: Commissioner Brock. 25 COMMISSIONER BROCK: Yes. Madam Chair,</p>	<p style="text-align: right;">Page 15</p> <p>1 permanent position, if that is their desire. 2 But, to Commissioner Weatherby's point, 3 as well, I think a national search would do the 4 agency well. 5 CHAIRWOMAN REYES: Okay. Wonderful. 6 So, can I please get a motion to recommend 7 a national search to our board? 8 COMMISSIONER WEATHERBY: So moved. 9 COMMISSIONER BROCK: You're fine. 10 I'll second it. 11 CHAIRWOMAN REYES: So moved. 12 So Commissioner Weatherby, and Commissioner Brock 13 seconds. Great. 14 And we are going to open this up to 15 public comment now. If you notice, we do not have 16 public comments in the beginning, and that is 17 because of our agenda notice time. So every 18 recommendation we will open up to public comment. 19 Would anybody like to make a comment? 20 (no response) 21 CHAIRWOMAN REYES: Anybody online? 22 (no response) 23 CHAIRWOMAN REYES: Okay. Having heard then, 24 all in favor say, "Aye." 25 COMMISSIONER ROGERS: Aye.</p>
<p style="text-align: right;">Page 14</p> <p>1 I was here when we did the national search for our 2 CEO, and we did give the opportunity at that time 3 -- Mr. Alexander had the opportunity also to 4 apply for the CEO position. 5 So, even if we do the national search, 6 we can still -- those that are here already at the 7 housing authority can still apply along with the 8 national search. 9 I just wanted to say that I thought they 10 could. So, yes. 11 CHAIRWOMAN REYES: Okay. And so, just to 12 confirm, Commissioner Brock, what you're saying is 13 that, even if we do a national search, 14 individuals internally can still apply for the 15 position. It is an open position. 16 COMMISSIONER BROCK: Yes. 17 CHAIRWOMAN REYES: Okay. Very good. 18 Any additional comments? 19 Commissioner Rogers. 20 COMMISSIONER ROGERS: Good morning. 21 Madam Chair, I am in total support of a 22 national search, and, to Commissioner Brock's 23 point, I'm, too, in support of, if it is the will 24 of this committee and the board, definitely to 25 allow the internal candidate to apply for the</p>	<p style="text-align: right;">Page 16</p> <p>1 COMMISSIONER HOROVITZ: Aye. 2 COMMISSIONER BROCK: Aye. 3 COMMISSIONER WEATHERBY: Aye. 4 CHAIRWOMAN REYES: Okay. Wonderful. 5 The recommendation passes unanimously. 6 The second point that we have to discuss 7 regarding the CEO search would be how exactly to 8 retain that firm. And so, again, use of city 9 employee services versus hiring of the outside 10 search firm is how we have it in the agenda. 11 What that really refers to, right, 12 is, are we going to do an RFP and have people bid 13 the services, or should we have Kort, 14 who is our current CAO, to gather names? 15 Now, in full disclosure, before the previous 16 Chair left, Mr. Walker, he did order Kort to do a 17 preliminary national search. 18 Kort, do you have that? 19 Is it in here? 20 MS. PARDE: Yes. Through the Chair, 21 it is. It's in your binders. 22 CHAIRWOMAN REYES: Wonderful. 23 So, if you look, it's the fifth tab, 24 CEO Search Memo. It was January 19th. 25 Kort had already started the search process for</p>

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<p>1 the executive recruiting firm recommendations.</p> <p>2 So I think what we discussed with Counsel was</p> <p>3 that, if we did have Kort gather more names,</p> <p>4 right, we could, one -- obviously, we're not</p> <p>5 bound by this memo, right?</p> <p>6 At the end of the day, you know, we're moving</p> <p>7 forward, but it's just an example of what it would</p> <p>8 look like to do a national search.</p> <p>9 And the only thing -- if Kort continues to do</p> <p>10 this, we can expand or limit the search,</p> <p>11 in the future, as well, and whatever ends up</p> <p>12 happening Kort will have to abide by the</p> <p>13 procurement rules, which brings us to a relevant</p> <p>14 point, which is right now we have a vacancy in</p> <p>15 our procurement manager position, correct?</p> <p>16 MS. PARDE: Yes.</p> <p>17 CHAIRWOMAN REYES: To the CEO, who is</p> <p>18 the designated person right now that is in charge</p> <p>19 of the procurement manager position?</p> <p>20 MS. DUNN: Right now we have a contract with</p> <p>21 Mr. Kelvin Noble, who's in the room, guiding our</p> <p>22 current procurement staff.</p> <p>23 He's an expert in his field, and he has been</p> <p>24 tremendous over the last two weeks in helping us</p> <p>25 get our team and things streamlined.</p>	<p>1 interviews with the finalists.</p> <p>2 CHAIRWOMAN REYES: Okay. And, have you had</p> <p>3 any challenges with this position?</p> <p>4 This position has been vacant since, when?</p> <p>5 MS. DUNN: I believe Ms. Colene left in</p> <p>6 December.</p> <p>7 MS. PARDE: Through the Chair, she left in</p> <p>8 January. I believe it was towards the end of</p> <p>9 January.</p> <p>10 CHAIRWOMAN REYES: Of 2024.</p> <p>11 MS. PARDE: Yes.</p> <p>12 CHAIRWOMAN REYES: Okay. What was it based</p> <p>13 on contract expiration, or what was it based on?</p> <p>14 MS. DUNN: She received a wonderful</p> <p>15 opportunity somewhere else.</p> <p>16 CHAIRWOMAN REYES: Okay. So, have you had</p> <p>17 any struggles filling in this position?</p> <p>18 MS. DUNN: No. We just really started</p> <p>19 interviewing, and so this is probably the</p> <p>20 position that has been vacant the least amount of</p> <p>21 time.</p> <p>22 CHAIRWOMAN REYES: Okay. Wonderful.</p> <p>23 So Mr. Kelvin is in charge of ensuring that the</p> <p>24 procurement rules are being followed.</p> <p>25 MS. DUNN: Yes.</p>
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<p>1 CHAIRWOMAN REYES: Wonderful.</p> <p>2 And I understand he's on a six-month</p> <p>3 contract?</p> <p>4 MS. DUNN: Correct.</p> <p>5 CHAIRWOMAN REYES: And, when does that</p> <p>6 six-month contract expire?</p> <p>7 MS. DUNN: If I'm not mistaken, I think it's</p> <p>8 May.</p> <p>9 MR. NOBLE: July.</p> <p>10 MS. DUNN: July. Okay.</p> <p>11 CHAIRWOMAN REYES: Like the first of July or</p> <p>12 end of July?</p> <p>13 MR. NOBLE: I think the 12th.</p> <p>14 CHAIRWOMAN REYES: Wonderful. So that gives</p> <p>15 us approximately four months. Okay. Wonderful.</p> <p>16 And, where are you in the hiring process of</p> <p>17 this position?</p> <p>18 MS. DUNN: We completed interviews this week,</p> <p>19 and so we're planning to make an offer. We have</p> <p>20 to discuss it. I think we completed the last</p> <p>21 interview Tuesday.</p> <p>22 MS. PARDE: (nodded head affirmatively)</p> <p>23 MS. DUNN: And so we'll gather around the</p> <p>24 table and see who we're going to go with or if</p> <p>25 we're going to go with another round of second</p>	<p>1 CHAIRWOMAN REYES: Okay. Very good. Okay.</p> <p>2 And then I think we also discussed with</p> <p>3 Counsel just, you know, depending whether we</p> <p>4 do the city services or whether we do the outside</p> <p>5 search firm, making sure that the CEO, right,</p> <p>6 would have comparable experience, and I think,</p> <p>7 at this point, we have to go into discussion.</p> <p>8 So, what is everybody's feel on either an</p> <p>9 RFP doing city services or whether we should do</p> <p>10 the search firm?</p> <p>11 COMMISSIONER WEATHERBY: I feel strongly that</p> <p>12 we should do an RFP. I think it's the most</p> <p>13 transparent way to go and removes any question</p> <p>14 about favoritism or the past or anything like</p> <p>15 that, but I think that's the way to go myself.</p> <p>16 CHAIRWOMAN REYES: Commissioner Brock.</p> <p>17 COMMISSIONER BROCK: I agree that I think we</p> <p>18 should get a firm. I agree with Commissioner</p> <p>19 Weatherby.</p> <p>20 CHAIRWOMAN REYES: Commissioner Horovitz?</p> <p>21 COMMISSIONER HOROVITZ: I'll also agree,</p> <p>22 and, to the point that Commissioner Weatherby made</p> <p>23 about any of the history, I know that Commissioner</p> <p>24 Walker had some thoughts about Gans & Gans.</p> <p>25 And I just think that this makes it all cleaner</p>

<p style="text-align: right;">Page 21</p> <p>1 and more transparent. So I agree. 2 CHAIRWOMAN REYES: Commissioner Rogers. 3 COMMISSIONER ROGERS: I'm in line I think. 4 Everyone has already taken my thoughts. 5 So I'll yield to the will on this one. Yes. 6 CHAIRWOMAN REYES: Yes. And I think it's 7 worth noting, you used a very significance word 8 that this board has been using which I got on 9 here, which is, "transparency." 10 And I opened up my comments with this idea of 11 transparency for this board moving forward. 12 So I do like the idea of evening the playing field 13 and using an RFP, and that way we don't have any 14 issues with any of the previous agencies we've 15 used. 16 Okay. So, can I get a motion to recommend 17 an RFP for the retention of the firm? 18 COMMISSIONER ROGERS: So moved. 19 COMMISSIONER BROCK: Second. 20 CHAIRWOMAN REYES: So Rogers moves, 21 and Commissioner Brock was the second. 22 All right. Open to public comments? 23 MS. HODGES: Right. Through the Chair, 24 I don't know if you want to qualify or how you 25 want to do -- normally, when the agency issues an</p>	<p style="text-align: right;">Page 23</p> <p>1 how much is this going to cost, right, 2 the cost of the RFP itself? 3 What would the scope of the services be, 4 right, for the firm? 5 Depending on the cost, is it still going to 6 require procurement advertisement if we're not 7 doing it through Kort anymore, to Counsel? 8 MS. HODGES: Right. Through the Chair, 9 I will refer to Kelvin. 10 But, if you want to do a request for 11 proposal, that's a formal advertisement to the 12 market for that. 13 CHAIRWOMAN REYES: Okay. So then, right, 14 we would have to make sure that that is in line 15 with the procurement advertisement rules, 16 and then, again, when discussed with Counsel, 17 if the dollar threshold was low enough for the 18 cost of this, we might -- well, I guess it doesn't 19 matter at this point yet. 20 MS. HODGES: Through the Chair, if I could, 21 I mean, can HR ... 22 Kort, help us out. 23 What's the current contract, and what did it 24 cost to enlist their services when they did the 25 last previous CEO search just so the board has an</p>
<p style="text-align: right;">Page 22</p> <p>1 RFP, there is some key points as a part of that 2 RFP -- minimum qualifications, scoring, scope of 3 services. 4 I don't know if the committee has a will to 5 sort of review any of those checkpoints that you 6 would normally have in an RFP, as well as the 7 cost, if you want some sort of maximum cost 8 associated with that. 9 That could be included in the RFP 10 solicitation documents. 11 CHAIRWOMAN REYES: And, to Counsel, 12 so I had that actually as like a separate 13 like conversation topic, because we're not ... 14 Is that part of the recommendation for this 15 specific motion then? 16 MS. HODGES: It can be. 17 CHAIRWOMAN REYES: Okay. 18 MS. HODGES: If you'd like, you can separate 19 it out. They're all recommendations going to your 20 board. 21 CHAIRWOMAN REYES: I think it makes sense to 22 keep it together then. Yes. 23 So then, before we go to that motion, 24 some of the topics that we were going to have in 25 terms of the process itself is, right,</p>	<p style="text-align: right;">Page 24</p> <p>1 idea of what the cost will be? 2 MS. PARDE: Through the Chair, I actually 3 provided you the RFP and the piggyback for the 4 contract. So it's stated in there. So I wanted 5 there to be evidence of what was paid. 6 CHAIRWOMAN REYES: Oh, yes. 7 MS. PARDE: But, just in history, I will be 8 honest, it can go up to 25 percent of the salary, 9 and that is -- you know, that is just the going 10 rate. 11 COMMISSIONER BROCK: Right. 12 CHAIRWOMAN REYES: Can you repeat that, 13 again? 14 I'm sorry. 15 MS. PARDE: So I included Gans & Gans -- 16 CHAIRWOMAN REYES: Right. 17 MS. PARDE: -- from the last search so you 18 can see what the RFP was. 19 And then, in addition to that, just the going 20 rate -- it can be up to 25 percent of the first 21 year salary of the CEO or whatever salary you 22 choose. 23 CHAIRWOMAN REYES: Thank you. 24 MS. HODGES: Right. Through the Chair -- 25 and this is a procurement question --</p>

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<p>1 when the board delegates to the staff to move 2 forward with the RFP with the dollar amount, 3 will that require board approval? 4 Do you understand what I'm saying, Kort? 5 I think the committee needs to know, 6 will they see the bids? 7 Will they have a say in who they're going to 8 award the contract to? 9 So, is this informal? 10 Is it a formal procurement that requires -- 11 MR. NOBLE: Oh, with that being said, 12 when you do the process, as Evaluation Team 13 members, you can be stakeholders, which you could 14 be a part, as stakeholders, and see the proposals 15 as they come in. 16 So part of the process it to make sure they 17 come in electronically so it can be sent to you 18 electronically to see the proposals. So you'll 19 will have a stake in looking at the proposals 20 that come in and how the scoring criteria is and 21 how they are evaluated. 22 It's not a problem with that. That's part of 23 the process. 24 MS. HODGES: So, through the Chair, 25 the only thing that I would add is, typically,</p>	<p>1 COMMISSIONER WEATHERBY: I, personally -- 2 because we all have personal fiduciary 3 responsibility, I, personally, would like to see 4 it before it goes out -- the RFP. 5 CHAIRWOMAN REYES: Any other comments? 6 MR. NOBLE: I can provide samples of RFPs 7 for that service from the agency so you can kind 8 of see the scope and how it looks. It's not a 9 problem. I can provide different samples so you 10 can pick and choose what you like, what you don't 11 like at the end and make it our own. 12 So, with that being said, I can even provide 13 samples of other agency's RFPs for executive 14 search firms so you can look at the scope of 15 services and criteria. So you can look at that 16 and see which ones you like and take information 17 to make it our own. 18 That's part of the process. It's not a 19 problem. I can provide that to Kort and provide 20 it to you guys, et cetera, as we move forward. 21 Fair enough? 22 COMMISSIONER ROGERS: Absolutely. 23 MS. HODGES: Just to follow up to that point, 24 Commissioner Weatherby, is the intent that you 25 have input in the RFP so that, as a committee,</p>
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<p>1 the staff would take the point and the lead on 2 putting the RFP out, but, if the committee wants 3 to see those points prior to them putting it out, 4 this is sort of the time where you can get that 5 input. 6 The issue with having the board directly 7 participate in the award, prior to the award, 8 is just the sunshine aspect of that. 9 So that would not be typical unless, again, 10 as a committee before the staff does certain 11 checkpoints in the process, they bring it back to 12 you. 13 Otherwise, the expectation could be they go 14 out. They solicit. You trust the committee to 15 come up with an appropriate scope. We see what 16 comes back, and then we require that the board 17 votes on and has a say in that final award. 18 Is that the preference of the committee? 19 CHAIRWOMAN REYES: So I'll open it up to 20 discussion, because I, again, am very new to 21 this. So full transparency I don't know what is 22 going to be the best and most efficient process 23 for us. 24 So, for those of you who have had experience 25 in this process, what do you recommend?</p>	<p>1 you can come back and maybe make some suggestions 2 and tweaks? 3 Because you can do that, and we've done that 4 before. It will add time to the process, 5 but it's important, if the committee wants that 6 input, that you have the opportunity to do that. 7 So I think, Commissioner Reyes, if that's 8 sort of the will of the committee, then really you 9 can move forward with the current motion that's on 10 the table. 11 Of course, open it up for public comment. 12 You just recommend to the board that the 13 agency moves forward with an RFP to retain a 14 search firm with the understanding that it will 15 come back to the HR Committee for input and, 16 you know, sort of final approval before it goes 17 out. 18 COMMISSIONER WEATHERBY: That would be my 19 intention. 20 CHAIRWOMAN REYES: Commissioner Brock. 21 COMMISSIONER BROCK: Yeah. That definitely 22 would be my intention, if we -- because we did, 23 as Ms. Hodges just said, we did kind of -- 24 when we were doing the search, we brought it back, 25 and we did a little changes and things of that</p>

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<p>1 nature to it. Yeah.</p> <p>2 CHAIRWOMAN REYES: In the previous --</p> <p>3 COMMISSIONER BROCK: Uh-huh.</p> <p>4 CHAIRWOMAN REYES: -- okay. Perfect.</p> <p>5 Thank you.</p> <p>6 Any other comments?</p> <p>7 (no response)</p> <p>8 CHAIRWOMAN REYES: Okay. So, can I please</p> <p>9 get a motion?</p> <p>10 Do I have to say it all over, again?</p> <p>11 It is a very long motion. That's all.</p> <p>12 (People laughed.)</p> <p>13 MS. HODGES: No. So you have -- right now</p> <p>14 the motion on the table is to move forward with an</p> <p>15 RFP to select a search firm.</p> <p>16 You also got a second, and that's a</p> <p>17 recommendation that's going to your board --</p> <p>18 maybe just a friendly amendment that, inclusive in</p> <p>19 that motion, it's just that the RFP, before it's</p> <p>20 released, comes back to the HR Committee for</p> <p>21 approval.</p> <p>22 CHAIRWOMAN REYES: Okay. Wonderful.</p> <p>23 So we already had our motion and our second.</p> <p>24 So we'll open it up to public comments.</p> <p>25 Anybody have any additional comments online</p>	<p>1 to the committee and then make a recommendation</p> <p>2 to the board.</p> <p>3 Okay?</p> <p>4 That is the intention there.</p> <p>5 The next agenda item will be interim versus</p> <p>6 Acting CEO. The last meeting we had, right,</p> <p>7 we were fortunate to have Vanessa Dunn as our</p> <p>8 Acting CEO right now.</p> <p>9 But, obviously, as we start looking for a</p> <p>10 CEO, some of these things are coming up,</p> <p>11 in terms of, what is interim?</p> <p>12 What is acting?</p> <p>13 What does it mean for responsibilities for</p> <p>14 pay?</p> <p>15 For expectations?</p> <p>16 So I wanted to bring that up now so we're all</p> <p>17 clear on, you know, what we need to be thinking</p> <p>18 about as we're looking for a CEO.</p> <p>19 So, you know, from my understanding --</p> <p>20 and in discussions with Counsel -- interim --</p> <p>21 you know, they're helpful. An Interim CEO,</p> <p>22 right, is someone that's helpful during the hiring</p> <p>23 process.</p> <p>24 It's a more long-term position,</p> <p>25 and it's usually someone from the community</p>
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<p>1 or here present?</p> <p>2 (no response)</p> <p>3 CHAIRWOMAN REYES: Wonderful.</p> <p>4 Having received none, can we get a vote?</p> <p>5 All in favor say, "Aye."</p> <p>6 COMMISSIONER ROGERS: Aye.</p> <p>7 COMMISSIONER HOROVITZ: Aye.</p> <p>8 COMMISSIONER BROCK: Aye.</p> <p>9 COMMISSIONER WEATHERBY: Aye.</p> <p>10 CHAIRWOMAN REYES: Okay. It passes</p> <p>11 unanimously.</p> <p>12 All right. The next thing on the agenda is</p> <p>13 the CEO job description. So this is one of the</p> <p>14 things that, as the HR Committee, we are going to</p> <p>15 be working on.</p> <p>16 It needs to be -- this job description needs</p> <p>17 to be analyzed, right, in order to align with our</p> <p>18 visionary goals in order to align with our new</p> <p>19 board and, obviously, respecting the agency's</p> <p>20 history.</p> <p>21 And so we do need to come up with a job</p> <p>22 description I believe. So this is going to be</p> <p>23 part of my role, as your Chair.</p> <p>24 I will be working with Kort on this,</p> <p>25 as we start drafting that, and then I will present</p>	<p>1 that's, you know, well-established, has great</p> <p>2 intentions for the agency, that kind of thing.</p> <p>3 And then an Acting CEO acts more in the short</p> <p>4 immediate position to assist through some sort of</p> <p>5 management transition, which is exactly what</p> <p>6 happened here.</p> <p>7 And so, typically, though, right,</p> <p>8 when you have an Acting CEO, they're still</p> <p>9 doing the new CEO role while still doing their</p> <p>10 actual role, which is what Ms. Dunn is here</p> <p>11 doing. She's still doing her full-time COO</p> <p>12 position while she's Acting CEO.</p> <p>13 So my concern, right -- and, again,</p> <p>14 it's just conversation, right -- is that having</p> <p>15 an Acting CEO versus having an Interim CEO</p> <p>16 is that it could create a little bit of tension,</p> <p>17 a little bit of conflict for the position itself,</p> <p>18 right, especially for the higher-level management</p> <p>19 positions.</p> <p>20 And so that conflict -- and, Ms. Dunn,</p> <p>21 if you have any comments on this, I'd love to hear</p> <p>22 them -- but, if you are in the HR Committee</p> <p>23 Meetings and you're in the hiring process for the</p> <p>24 CEO, then you are privy to information that other</p> <p>25 individuals applying for the same position would</p>

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<p>1 not be privy to.</p> <p>2 So that's where the conflict kind of comes</p> <p>3 in. So I just want to have us having that</p> <p>4 conversation.</p> <p>5 And then, you know, when you have</p> <p>6 CEOs -- an interim versus an acting --</p> <p>7 what is the appropriate pay, right?</p> <p>8 At this point, Ms. Vanessa Dunn is not</p> <p>9 getting paid any additional, you know,</p> <p>10 funds for her acting position.</p> <p>11 So, you know, what is the actual protocol</p> <p>12 when we have an Acting CEO?</p> <p>13 What is that going to look like?</p> <p>14 And so I'll be working with Kort to get that</p> <p>15 information and pull that for the committee,</p> <p>16 but I did want to bring it up to get us thinking</p> <p>17 about it. Because her position is valid for less</p> <p>18 than 60 days at this point.</p> <p>19 So, what is going to happen after those</p> <p>20 60 days?</p> <p>21 Are we going to extend it?</p> <p>22 Are we going to change to interim?</p> <p>23 Are we going to continue having her as</p> <p>24 Acting CEO while she's still doing her full-time</p> <p>25 job as COO?</p>	<p>1 CHAIRWOMAN REYES: So I'm aware that she is</p> <p>2 capable of hiring, which means you're capable of</p> <p>3 firing, which means you're also capable of</p> <p>4 transferring; is that correct?</p> <p>5 MS. DUNN: Yes, ma'am.</p> <p>6 We have streamlined processes to try to make the</p> <p>7 agency more efficient. Over the last three weeks,</p> <p>8 I have made hiring decisions and some transfers.</p> <p>9 To your point, about doing two jobs,</p> <p>10 that's kind of been my role for the last year</p> <p>11 as the Director of Housing. Director of Property</p> <p>12 Management has remained vacant for about a year,</p> <p>13 and so that was one of the first things that I did</p> <p>14 was I did promote internally to fill that position</p> <p>15 so that I could fully function in this role and be</p> <p>16 efficient at it.</p> <p>17 So, yes, ma'am. I have been making some</p> <p>18 decisions.</p> <p>19 As I shared with Commissioner Horovitz,</p> <p>20 whether I'm the person that is selected for this</p> <p>21 position or not, I want whomever to come in to</p> <p>22 step into a well-oiled machine.</p> <p>23 CHAIRWOMAN REYES: All right. Any other</p> <p>24 thoughts?</p> <p>25 Sorry, Commissioner.</p>
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<p>1 Right?</p> <p>2 We also, you know, have some fairness</p> <p>3 principles there we have to analyze.</p> <p>4 So I just want to open it up to comments and</p> <p>5 discussion for the committee.</p> <p>6 And, obviously, Ms. Dunn, if you have any</p> <p>7 thoughts on that ...</p> <p>8 MS. DUNN: I'm more interested in you guys'</p> <p>9 discussion on it, honestly.</p> <p>10 CHAIRWOMAN REYES: Okay. Anybody have any</p> <p>11 thoughts?</p> <p>12 COMMISSIONER HOROVITZ: I have thoughts.</p> <p>13 CHAIRWOMAN REYES: Commissioner Brock,</p> <p>14 I'm sorry. I didn't see your hand up first.</p> <p>15 I apologize.</p> <p>16 COMMISSIONER BROCK: No. That's okay.</p> <p>17 Me and Commissioner Heather kind of reached the</p> <p>18 same time.</p> <p>19 As Acting CEO, do Ms. Dunn have the authority</p> <p>20 to say fire and hire, you know, put people who are</p> <p>21 here already at the housing authority in different</p> <p>22 roles in different departments and things of that</p> <p>23 nature?</p> <p>24 Do she have that authority to do that,</p> <p>25 to fire and to put people in different roles here?</p>	<p>1 COMMISSIONER HOROVITZ: And, thank you for</p> <p>2 that introduction. All of those thoughts were</p> <p>3 really a great stage setting.</p> <p>4 My feeling on -- I'm really 50/50 on it.</p> <p>5 And I'll just share some thoughts, and maybe that</p> <p>6 will help the discussion.</p> <p>7 CHAIRWOMAN REYES: Yes. Absolutely.</p> <p>8 COMMISSIONER HOROVITZ: I think that</p> <p>9 Ms. Dunn has done a really good job in building</p> <p>10 relationships, and you spoke to that when we</p> <p>11 talked about transparency.</p> <p>12 I think that this board and this agency had a</p> <p>13 lot of work to do and is doing a great job</p> <p>14 in building relationships with City Council</p> <p>15 and with the mayor's office and in the community.</p> <p>16 And I think that Ms. Dunn has contributed to</p> <p>17 that, meeting with City Council and in really</p> <p>18 trying to engage, and I think that's very</p> <p>19 positive.</p> <p>20 So I worry, if we bring in an interim</p> <p>21 and that person is pretty short-term --</p> <p>22 longer-term, but medium-term -- that we'll lose</p> <p>23 some traction there.</p> <p>24 So I feel like a lot of the stuff that we</p> <p>25 want to be happening from this board or from the</p>

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<p>1 leadership of this agency can be achieved with the</p> <p>2 Acting CEO.</p> <p>3 But I understand all of the conflicts that</p> <p>4 you brought up, that she's doing the COO and the</p> <p>5 CEO role, and I also want to create an even</p> <p>6 playing field for if there are other leaders in</p> <p>7 the agency who want to apply for the role,</p> <p>8 that it might create an unfair advantage if she's</p> <p>9 currently in the Acting CEO role.</p> <p>10 So I'm kind of torn on it, and I know that</p> <p>11 wasn't helpful.</p> <p>12 (People laughed.)</p> <p>13 CHAIRWOMAN REYES: But it's necessary to the</p> <p>14 conversation. And it gets the juices flowing,</p> <p>15 and everybody starts thinking.</p> <p>16 And, again, we don't have to make any</p> <p>17 decisions today. There is no recommendation</p> <p>18 really at this point. It's just let's start</p> <p>19 talking about it, because we have got a lot of</p> <p>20 work to do.</p> <p>21 So, you know, if anybody has any additional</p> <p>22 comments ...</p> <p>23 (no response)</p> <p>24 CHAIRWOMAN REYES: Okay. Because it's not a</p> <p>25 motion, I don't need to open to public comments.</p>	<p>1 So this is an item, Chair, you can place on the</p> <p>2 board meeting, but you're not -- I mean you're</p> <p>3 right on point. You're running out time.</p> <p>4 So just keep that in mind. Nothing is</p> <p>5 urgent today, as the Chair said of the committee,</p> <p>6 but it is something that the board needs to think</p> <p>7 about.</p> <p>8 CHAIRWOMAN REYES: Is there -- and this is</p> <p>9 more a question for both counsel and for Kort.</p> <p>10 Do we have a record of what other agencies in</p> <p>11 Jacksonville -- JEA, JTA -- who have been in this</p> <p>12 position that have interim versus -- like where</p> <p>13 one has had interim and one has had acting?</p> <p>14 MS. HODGES: Right. So, through the Chair,</p> <p>15 definitely at the City of Jacksonville.</p> <p>16 I think, at the independent agency, it's slightly</p> <p>17 different. You rarely have this scenario.</p> <p>18 Usually, you have contracted CEOs that are there</p> <p>19 for a long-term period of time, and, you know,</p> <p>20 we just don't have this situation.</p> <p>21 But, at the City of Jacksonville, we have an</p> <p>22 ordinance that provides for automatic acting</p> <p>23 in certain director or chief positions,</p> <p>24 and the 60 days -- it's typically 60 days,</p> <p>25 and it will rotate between the senior staff in</p>
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<p>1 MS. HODGES: Right.</p> <p>2 CHAIRWOMAN REYES: Okay. Very good.</p> <p>3 COMMISSIONER HOROVITZ: I'm sorry.</p> <p>4 CHAIRWOMAN REYES: Yes. Absolutely.</p> <p>5 COMMISSIONER HOROVITZ: Madam Chair, in our</p> <p>6 previous item, we were talking about the RFP</p> <p>7 and that whole process, which will definitely take</p> <p>8 longer than the remainder of the 60 days we have.</p> <p>9 So, what position are we going to be in when</p> <p>10 the 60 days comes due if we haven't decided on</p> <p>11 acting versus interim?</p> <p>12 CHAIRWOMAN REYES: I think that's a question</p> <p>13 for Counsel. I believe we're going to have a make</p> <p>14 a decision before those 60 days --</p> <p>15 MS. HODGES: Correct --</p> <p>16 CHAIRWOMAN REYES: -- probably at the next</p> <p>17 HR Committee Meeting.</p> <p>18 MS. HODGES: -- yes. Correct.</p> <p>19 And it's actually a board decision.</p> <p>20 So the HR Committee will be making --</p> <p>21 CHAIRWOMAN REYES: Oh, sorry.</p> <p>22 Recommendation.</p> <p>23 MS. HODGES: -- a recommendation to the</p> <p>24 board.</p> <p>25 So you have the board meeting on the 29th.</p>	<p>1 that department.</p> <p>2 When we have a specific definition for</p> <p>3 interim, in the city's ordinance, that,</p> <p>4 as you stated in the beginning of the meeting or</p> <p>5 earlier -- that's meant and intended to be more</p> <p>6 long-term.</p> <p>7 So the City of Jacksonville practice --</p> <p>8 60 days about, and that's it. And I don't</p> <p>9 believe -- and, Kort, you might recall this in</p> <p>10 your City of Jacksonville days -- that there is a</p> <p>11 bump in pay. Because it's such a short-term</p> <p>12 period, and you're just kind of keeping the ship</p> <p>13 afloat.</p> <p>14 But the interim, as defined in our code,</p> <p>15 is meant to be a more long-term position --</p> <p>16 a long-term/short-term position, if you will.</p> <p>17 MS. PARDE: Through the Chair, we could just</p> <p>18 -- I'm going to go ahead and state the school</p> <p>19 board is going through this currently. We should</p> <p>20 probably look to see what they're doing.</p> <p>21 They're also doing a superintendent, CEO search --</p> <p>22 I mean superintendent search. So ...</p> <p>23 CHAIRWOMAN REYES: And they currently have an</p> <p>24 Acting CEO or superintendent?</p> <p>25 MS. PARDE: I can ask.</p>

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<p>1 COMMISSIONER ROGERS: They're interim. 2 CHAIRWOMAN REYES: Interim? 3 MS. HODGES: Right. Exactly. 4 CHAIRWOMAN REYES: They have an interim. 5 Okay. 6 MS. HODGES: Correct. 7 COMMISSIONER ROGERS: So, sorry. 8 CHAIRWOMAN REYES: Yes, Commissioner Rogers. 9 COMMISSIONER ROGERS: Madam Chair, I do think 10 this is a great discussion, but I do want to 11 make sure -- because I'm just getting out of a 12 search with another committee that I serve on -- 13 but I do want to make sure that our acting, 14 being that she is in two roles -- we make sure 15 she's whole, because she's doing two roles. 16 I'm not sure if it's appropriate in this 17 committee to discuss a small bump in pay or 18 something to show our appreciation, because you do 19 get burned out when you're wearing two hats. 20 And so I know we didn't discuss that prior 21 to, but it's worthy of some type of dialogue 22 to show our appreciation for her, one, willingness 23 to accept the role, whether that be short-term, 24 but to definitely make sure that we compensate her 25 for that.</p>	<p>1 When we have someone performing services 2 beyond their duties, we call them, "out-of-class," 3 and it is a 5-percent pay increase on their base 4 salary for the duration of how long they're in 5 that out-of-class, you know, doing those dual 6 roles. 7 CHAIRWOMAN REYES: Okay. To Counsel -- 8 I'm sorry. 9 Commissioner Brock, I apologize. Go ahead. 10 COMMISSIONER BROCK: That's okay. 11 Madam Chair, that's exactly what I was going 12 to say, what Ms. Kort just said, that we did -- 13 when we did our search before, we did pay the 14 out-of-class to the person that was in that role, 15 which was Mr. Alexander. We did pay him 16 out-of-class. 17 CHAIRWOMAN REYES: Okay. And it was a 18 5-percent increase, as well? 19 COMMISSIONER BROCK: (nodded head 20 affirmatively) 21 CHAIRWOMAN REYES: Okay. So, to Counsel, 22 do I do a recommendation? 23 MS. HODGES: Yes. So anybody can make a 24 motion to recommend that, and I'll just remind 25 you you've got plenty of time. Your next meeting</p>
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<p>1 So I'm not sure if that's worthy of 2 conversation at this meeting or at our special 3 meeting, Madam Chair. 4 CHAIRWOMAN REYES: And I'll just respond to 5 Commissioner Rogers, and then I see you, 6 Commissioner Brock. 7 So that was my final point. 8 What is the pay for the Acting CEO and 9 for us to analyze, what is the normal protocol for 10 that? 11 Because, as Acting CEO, we did this -- 12 that is on the agenda as something that should be 13 considered and make a recommendation to the board. 14 So I think, to that point, to Kort, 15 I guess I would direct you to give us like a 16 summary of what is an appropriate protocol 17 for an Acting CEO within the time frame that we've 18 given her? 19 MS. PARDE: So, through the Chair, 20 we actually discussed this last night, and I said 21 that, obviously, it was up to you. 22 So the way our agency practices -- 23 and this has not applied to the CEO, 24 just as your employee, this would apply to 25 all of the other employees.</p>	<p>1 isn't until 10:30, and we cannot start sooner. 2 So, even if you end this meeting early, 3 we still have to stick around until the 10:30 4 publicly noticed meeting time. 5 So discuss away. 6 (People laughed.) 7 CHAIRWOMAN REYES: Wonderful. I mean I do 8 have my adoption of the HR Committee Worklist. 9 It's a very long one. So I definitely plan on 10 spending the last 30 minutes of our meeting 11 there. 12 So, yes. 5 percent is what the 13 recommendation would be then. 14 So, do we have a motion? 15 Well, let me ... 16 Is it discussion? 17 We already had discussion. 18 MS. HODGES: Yes. 19 CHAIRWOMAN REYES: So we've got a motion. 20 COMMISSIONER HOROVITZ: Oh, can I ask a 21 question? 22 CHAIRWOMAN REYES: Absolutely. 23 COMMISSIONER HOROVITZ: Through the Chair, 24 do we ask Ms. Dunn's opinion on that, 25 or is that just standard?</p>

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<p>1 Is it standard? 2 MS. PARDE: (nodded head affirmatively) 3 COMMISSIONER HOROVITZ: Okay. 4 COMMISSIONER ROGERS: It sounds like it's 5 standard based on -- 6 COMMISSIONER BROCK: Yes, it is. It is. 7 MS. PARDE: Through the Chair, for our 8 employees, yes. It is just standard. 9 CHAIRWOMAN REYES: Okay. Is this written in 10 our bylaws? 11 MS. PARDE: Through the Chair, it's in our 12 Employment Handbook. 13 CHAIRWOMAN REYES: Okay, okay. Thank you. 14 COMMISSIONER HOROVITZ: Thank you. 15 CHAIRWOMAN REYES: Ms. Dunn, would you care 16 to make any comments? 17 MS. DUNN: I appreciate the conversation, 18 and thank you for anything that the board 19 approves. 20 CHAIRWOMAN REYES: I do think it would be ... 21 Is it appropriate to backdate from when we 22 made her the Acting CEO? 23 MS. PARDE: (nodded head affirmatively) 24 CHAIRWOMAN REYES: Okay. Wonderful. 25 COMMISSIONER BROCK: Yes.</p>	<p>1 COMMISSIONER ROGERS: Yes. Thank you. 2 CHAIRWOMAN REYES: Great question, though. 3 Thank you. 4 All right. So, can I get a motion? 5 COMMISSIONER WEATHERBY: So moved. 6 COMMISSIONER BROCK: I second. 7 CHAIRWOMAN REYES: All right. Commissioner 8 Brock seconds. Wonderful. 9 Any public discussion? 10 Any public comments? 11 (no response) 12 MS. HODGES: Through the Chair, just to be 13 clear for the people that are watching -- 14 so the motion is to increase the Acting CEO's 15 current salary by 5 percent backdating it to the 16 date that the board appointed her as the 17 Acting CEO. Yes. 18 CHAIRWOMAN REYES: Sorry. I should have said 19 that. I'm still new. 20 COMMISSIONER BROCK: You're doing good. 21 CHAIRWOMAN REYES: All right. Any public 22 comments online? 23 (no response) 24 CHAIRWOMAN REYES: All right. Anybody in the 25 room?</p>
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<p>1 CHAIRWOMAN REYES: Yes. 2 So, can I get a motion? 3 COMMISSIONER ROGERS: I guess I'm -- sorry. 4 I guess I'm asking a question. 5 Do we need a motion being that it is in the 6 handbook? 7 It seems like it's -- 8 MS. HODGES: Well, through the Chair, 9 because she's actually acting as your CEO who 10 would ordinarily be under contract, I'm not sure 11 that that handbook would actually cover her. 12 CHAIRWOMAN REYES: Okay. 13 MS. HODGES: So I would err on the side of 14 having a motion and backdating it to when you 15 appointed her at your last emergency meeting. 16 CHAIRWOMAN REYES: I agree. 17 MS. PARDE: Through the Chair, I would also 18 concur with that. This is your employee, 19 and, generally, while a conflict of interest 20 in respect to policies will apply to all 21 employees, generally, the CEO's pay is not 22 considered or his job duties and support your 23 lane. 24 CHAIRWOMAN REYES: Okay. Does that answer 25 your question?</p>	<p>1 (no response) 2 CHAIRWOMAN REYES: Having received none, 3 all in favor say, "Aye." 4 COMMISSIONER ROGERS: Aye. 5 COMMISSIONER HOROVITZ: Aye. 6 COMMISSIONER BROCK: Aye. 7 COMMISSIONER WEATHERBY: Aye. 8 CHAIRWOMAN REYES: Okay. It passes 9 unanimously. 10 So, yes. We'll just conclude the 11 conversation regarding this specific point, 12 that we do need to have a more thorough 13 conversation in our next HR meeting regarding 14 Interim CEO versus Acting CEO and what it would 15 look like to Commissioner -- I was going to say, 16 "Heather," but it's -- 17 COMMISSIONER HOROVITZ: Horovitz. 18 (People laughed.) 19 CHAIRWOMAN REYES: -- Horovitz. My goodness. 20 Thank you -- Commissioner Horovitz's point, 21 we do need to be sure that, after the 60 days, 22 we are in position to, you know, have a plan for 23 that. 24 Any additional comments on that? 25 COMMISSIONER HOROVITZ: I have a question,</p>

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<p>1 and it goes back a little bit.</p> <p>2 CHAIRWOMAN REYES: Sure.</p> <p>3 COMMISSIONER HOROVITZ: On the CEO job</p> <p>4 description -- and we were getting into this a few</p> <p>5 meetings ago -- I think that the board will want</p> <p>6 to have a lot of input in that.</p> <p>7 So, will that be something we'd get into a</p> <p>8 little bit more in our next HR meeting?</p> <p>9 CHAIRWOMAN REYES: I think this is something</p> <p>10 that we can actually talk about today.</p> <p>11 Is that correct (addressed Ms. Hodges)?</p> <p>12 MS. HODGES: Sorry.</p> <p>13 What was the comment?</p> <p>14 CHAIRWOMAN REYES: The question was regarding</p> <p>15 the CEO job description since the committee --</p> <p>16 MS. HODGES: You can talk about that today.</p> <p>17 CHAIRWOMAN REYES: -- okay. Wonderful.</p> <p>18 Yes. So we don't have to make any --</p> <p>19 there are no recommendations, because this is just</p> <p>20 part of the process. Yes.</p> <p>21 MS. HODGES: Right. And, just to add,</p> <p>22 if you retain a search firm, just keep in mind</p> <p>23 that your search firm can also help you finalize</p> <p>24 that job description, but, certainly, as a board,</p> <p>25 you should start having those conversations.</p>	<p>1 Are we also going to look at, when we put the</p> <p>2 job description together in this committee</p> <p>3 meeting -- are we going to look at the goals that</p> <p>4 we have for the CEO that we're going to bring in?</p> <p>5 Because, in the past, we did not give --</p> <p>6 the board didn't give the goals. So I was just</p> <p>7 wondering, was we going to make sure that we,</p> <p>8 you know, get it from the top?</p> <p>9 CHAIRWOMAN REYES: Yes. And, when I came in,</p> <p>10 Commissioner Brock, that was one of the things</p> <p>11 that I noticed, that we had not given very clear,</p> <p>12 defined goals to our CEO, and, therefore,</p> <p>13 evaluating their performance and their</p> <p>14 competencies wasn't really plausible.</p> <p>15 Because, while operationally things were</p> <p>16 happening, right, there were other things that</p> <p>17 were not happening. So our goal with that is</p> <p>18 to create goals, to create kind of like a</p> <p>19 strategic planning, if you will, for the CEO,</p> <p>20 themselves. Yes.</p> <p>21 So, to Counsel, do we have to like define</p> <p>22 that right now?</p> <p>23 Do you want us to define that right now,</p> <p>24 or how do you want us --</p> <p>25 MS. HODGES: No. Right. Through the</p>
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<p>1 CHAIRWOMAN REYES: Okay. I know that when we</p> <p>2 were dealing with the former CEO, right,</p> <p>3 one of the things that we had discussed was having</p> <p>4 a performance evaluation, and that's really based</p> <p>5 on -- you can't really evaluate someone without</p> <p>6 having a proper job description.</p> <p>7 So reviewing the job description itself will</p> <p>8 be important and then, through that, be able to</p> <p>9 establish an evaluation process that can be used,</p> <p>10 not just for the job description itself,</p> <p>11 but for their competencies, right, how they're</p> <p>12 doing the job.</p> <p>13 One thing is what your job requires you to do</p> <p>14 are your actual requirements, job description,</p> <p>15 your role, and the other thing is how you're doing</p> <p>16 it, your competencies, your ability to</p> <p>17 communicate, transparency, all those things that</p> <p>18 aren't tangible.</p> <p>19 So, did you have any questions?</p> <p>20 COMMISSIONER HOROVITZ: That's exactly what</p> <p>21 I meant. Thank you.</p> <p>22 CHAIRWOMAN REYES: Okay. Commissioner Brock.</p> <p>23 COMMISSIONER BROCK: Yes. Madam Chair,</p> <p>24 are we also going to look at -- because that was a</p> <p>25 good point Commissioner Heather brought up.</p>	<p>1 Chair, I think the purpose of your worklist</p> <p>2 was really just to make sure the committee was</p> <p>3 okay with everything that was on the worklist.</p> <p>4 Maybe somebody felt it shouldn't on the</p> <p>5 worklist or wasn't in the lane of this committee.</p> <p>6 It should be in another committee or maybe</p> <p>7 cross-referenced by another committee or if the</p> <p>8 committee members wanted to add things to your</p> <p>9 worklist.</p> <p>10 And, once, as a committee, you sort of</p> <p>11 determine, "Here are the items we want to focus</p> <p>12 on," is there a priority that you want to maybe</p> <p>13 begin discussing about, what are the top items</p> <p>14 that we need to do because of time sensitivity?</p> <p>15 CHAIRWOMAN REYES: Okay. So, actually,</p> <p>16 that's a good transition. Let's refer to the</p> <p>17 worklist. I believe it's also an exhibit tab.</p> <p>18 So these are some of the things that I had</p> <p>19 discussed with Counsel and, obviously, with Kort,</p> <p>20 regarding some of the things that I picked up on</p> <p>21 very early on regarding the agency and our</p> <p>22 relationship with our CEO.</p> <p>23 So, obviously, the first thing,</p> <p>24 the most important thing, right, was the CEO</p> <p>25 succession plan, which we started to discuss</p>

<p style="text-align: right;">Page 53</p> <p>1 today. And we will be making some recommendations 2 to the board later today.</p> <p>3 And then, to your point, Commissioner Brock, 4 right, the template for evaluation for a CEO to 5 meet term goals. So that is on there, as well.</p> <p>6 Compensation studies. So we had talked, 7 not just for the CEO, but also internally for some 8 of the lower-level management positions that 9 aren't necessarily making, you know, the higher 10 big bucks. And then a discussion about the 11 administrative positions at JHA.</p> <p>12 You know, having come in in November and 13 running a business myself, I noticed that there 14 was some administrative gaps in the agency.</p> <p>15 I've been working with Kort on getting an 16 organizational chart, which she has provided. 17 I'm not sure ...</p> <p>18 Is it on here, as well, or, no 19 (addressed Ms. Parde)?</p> <p>20 COMMISSIONER ROGERS: Yes, an organizational 21 chart.</p> <p>22 CHAIRWOMAN REYES: Well, the new updated one. 23 I don't believe --</p> <p>24 MS. PARDE: We were trying to make copies of 25 it. So I actually have it. It's prepared.</p>	<p style="text-align: right;">Page 55</p> <p>1 remained interested. And there was still 2 interest, and so she and I discussed it.</p> <p>3 And, if I'm not mistaken, you did send out an 4 offer to --</p> <p>5 MS. PARDE: Through the Chair, I did reach 6 out to him, again. So he's coming back to us to 7 see what the time frame is. He could move here, 8 because that is obviously relevant for that 9 particular candidate.</p> <p>10 And then I was just going to select the 11 position range for that. The compensation range 12 for that was 88,500 to 122,800. That was the 13 issue to be discussed, but we are ready to pull 14 the -- if she gives me the authority, 15 we would be ready to pull the trigger on that.</p> <p>16 CHAIRWOMAN REYES: Okay.</p> <p>17 MS. DUNN: So we've made a lot of progress in 18 getting these higher-level positions filled.</p> <p>19 CHAIRWOMAN REYES: Right. So one of the 20 questions that came up for me, specifically -- 21 again, I run my own business. I run a nonprofit 22 -- is, when employees internally at JHA had issues 23 in the past, in the previous administration, 24 and there was no HR manager, who were they filing 25 complaints to?</p>
<p style="text-align: right;">Page 54</p> <p>1 I'll bring you copies of it.</p> <p>2 CHAIRWOMAN REYES: Wonderful.</p> <p>3 MS. PARDE: We just finalized it, 4 Commissioner Reyes.</p> <p>5 CHAIRWOMAN REYES: Okay. Yes. So, just as 6 an FYI, the two positions that are currently 7 vacant are the procurement supervisor, which, 8 as we know, Mr. Kelvin Noble has the temporary 9 six-month contract that we have in place, 10 and then Human Resources Manager has also been 11 vacant for -- I understand it's been vacant for 12 a very long time.</p> <p>13 MS. DUNN: (nodded head affirmatively)</p> <p>14 CHAIRWOMAN REYES: And this is where I think 15 we can get into a lot of administrative and legal 16 problems.</p> <p>17 So, Ms. Dunn, will you mind updating us where 18 you're at with that, because I think that's 19 relevant, also. Thank you.</p> <p>20 MS. DUNN: We went back through the 21 candidates that we had -- Kort and I.</p> <p>22 There were two candidates that -- well, no -- 23 three candidates that really stood out to us.</p> <p>24 We're in the interview process, 25 and we circled back to them to see if they</p>	<p style="text-align: right;">Page 56</p> <p>1 MS. DUNN: Ms. Parde.</p> <p>2 CHAIRWOMAN REYES: Ms. Parde. Okay.</p> <p>3 MS. PARDE: So, through the Chair, 4 yes. We do have, obviously, complete procedures 5 within our current JHA Employment Policy. 6 There are several of them. I'd have to tell you 7 where they were, but I believe there is three or 8 four. I've identified them to you in an email.</p> <p>9 CHAIRWOMAN REYES: Yes.</p> <p>10 MS. PARDE: In addition, we have an open door 11 policy, which anyone may complain to anyone. 12 That is simply as it is.</p> <p>13 And then, if it is something that involved a 14 senior level person, then that would get, 15 obviously, rerouted to our HR staff to be provided 16 to the board, if there is a concern on that 17 matter. Because, obviously, that would be in your 18 realm.</p> <p>19 I had worked with, as I was directed, 20 obviously, by I believe it was Commissioner 21 Horovitz and Brock -- I had worked with 22 OGC and Constangy, which is the outside legal 23 counsel. I actually have their draft for 24 new employment policies.</p> <p>25 I just hadn't provided it for you,</p>

<p style="text-align: right;">Page 57</p> <p>1 because we hadn't gotten to that point. 2 But I would love to email it to you, and it could 3 be on the next agenda. 4 There are actually several policies regarding 5 this. There would be the employee policy for how 6 they would complain, how people would complain 7 about just general public complaints, residents -- 8 we had set up an entire series of new policies 9 that OGC and Constangy were working on reviewing. 10 So I would like to be able to present those 11 to you so you could consider them, and then either 12 give me further direction or adopt them. 13 CHAIRWOMAN REYES: Yes. And that's actually 14 one of the points in the worklist, is the 15 procedure for how complaints are brought to the 16 board's attention. 17 So I understand, for OIG investigations, 18 it's fraud, waste or harm, right? 19 So, obviously, that's separate from internal 20 complaint procedures. So I would like to see 21 that. 22 MS. PARDE: May I add, through the Chair, 23 if I were to ever receive any complaint on the 24 CEO, please know that would be my obligation, 25 obviously, to bring that to the Board Chair's</p>	<p style="text-align: right;">Page 59</p> <p>1 CHAIRWOMAN REYES: -- Carol Martin? 2 You're amazing. Thank you. 3 COURT REPORTER: Thank you. 4 CHAIRWOMAN REYES: You know, to keep that, 5 as well, given her rate for this, as well. 6 So just, again, a conversation to have, 7 because, you know, from what I could see, right, 8 the CAO and Linda, right -- you guys were sharing 9 a lot of responsibility while there was no 10 HR Manager. 11 So we just need to have clearly defined roles 12 for these positions. 13 And so, moving forward, what's that going to 14 look like? 15 Okay. That's just the topic of conversation. 16 With that, kind of what are the closed board 17 meeting protocols, right? 18 Who's in charge of giving out the minutes. 19 How quickly should we have minutes back? 20 And I think, given the rapid fire meetings 21 we were having in December to January, that kind 22 of became relevant in some communication. 23 So just to establish those protocols I think are 24 important. 25 Again, to Kort's point about the ongoing</p>
<p style="text-align: right;">Page 58</p> <p>1 attention. 2 I just hadn't received any formal complaint 3 specifically that would rise to the level 4 according to our policies. 5 CHAIRWOMAN REYES: Okay. Thank you. 6 So, back to the topic on discussions about 7 the administrative positions, one of the things 8 that I found interesting is we have this amazing 9 individual right here, who is amazing at keeping 10 our minutes. 11 COURT REPORTER: Thank you. 12 CHAIRWOMAN REYES: And what I understood is 13 that this was from a previous -- not from our 14 recent previous administration, but from the 15 previous CEO, there was some contentious board 16 meetings in the past. And so it was easier to 17 have a court reporter be able to provide the 18 minutes and the transcripts. 19 So, you know, the question here for this in 20 the future, again, is, you know, is it important 21 for us to have a secretary that's doing this, 22 or are we interested in keeping -- I'm so sorry -- 23 COURT REPORTER: Carol Martin. 24 CHAIRWOMAN REYES: -- what is it? -- 25 COURT REPORTER: Carol Martin.</p>	<p style="text-align: right;">Page 60</p> <p>1 investigations, right, I did request the employee 2 manuals. I wanted to see what is the current 3 policy on ongoing investigations. 4 How our employees -- you know, should they be 5 taking to the media? 6 Should they be sharing information using, 7 you know, company emails, that kind of thing, 8 where some of these things aren't really in 9 place? 10 Some people don't know what the rules are, 11 and so, if we need to organize and structure 12 that more, then that will be our role. 13 Okay? 14 The organizational chart needed to be 15 updated. She submitted an updated chart. 16 Hopefully, we get two new names on there by the 17 next one, and we'll be fully, fully organized. 18 And then, yeah. I think one of the things is 19 not on here, and I'm not sure, Counsel, 20 if I'm allowed to add it. 21 But you and I kind of discussed it, right? 22 And I love this. 23 Like we don't know what we don't know, 24 right? 25 And, again, new person, new board, new year,</p>

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<p>1 new CEO. All right. Everything is new. 2 It's wonderful, but I will make a recommendation. 3 I think it's really important to have a 4 third-party assessment to do three separate 5 surveys in our committee. 6 One is a survey for the management -- 7 so the top-level management -- what worked and 8 what didn't work? 9 What has been working? 10 What hasn't been working? 11 How can we improve? 12 What needs to be improved -- those kind of 13 things? 14 And the same thing -- I think it's important 15 to do employment and culture surveying -- 16 again, a lot of feelings on both sides about, 17 you know, right or wrong from the previous CEO 18 administration. 19 So we've got to get people's buy-in to make 20 them feel comfortable. People are probably 21 scared. They're worried. You know, 22 new administration. 23 When are changes coming? 24 And that's not the vibe we're trying to 25 give, right?</p>	<p>1 in the future. 2 COMMISSIONER BROCK: Okay. 3 CHAIRWOMAN REYES: Okay. So, just 4 third-party assessment we'll add to the working 5 list in the future. 6 Anything from the committees that you want to 7 take away, you want to add, you want to subtract, 8 divide? 9 It's a lot. So ... 10 And then I do also want to talk about 11 priorities, right, so we can -- actually, 12 what I would like to do is prioritize this list 13 for us. 14 Right now, CEO succession plan is Number One. 15 We've made some goals today, and then I think the 16 next thing is really the template for the 17 evaluation to set the goals. I think those are 18 the top two concerns right now. 19 What do we think about the rest of the list? 20 Any comments? 21 Discussion? 22 COMMISSIONER WEATHERBY: I could use a 23 point of clarification. 24 CHAIRWOMAN REYES: Absolutely. 25 COMMISSIONER WEATHERBY: And this may be a</p>
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<p>1 That's not the energy that we're trying to 2 give from a leadership standpoint. 3 We're trying to let people know, 4 "We want to listen, but people need to talk to 5 us." 6 So I think an employment culture survey is 7 really important. 8 And then I think -- and this is something 9 that, with Commissioner Brock -- I'd love your 10 input -- is to have a resident survey, right? 11 What is working from a resident's standpoint? 12 Because everybody here on this board is 13 doing this on a volunteer basis, right? 14 And so we're doing it, because we care about 15 the community. We're doing it, because we're 16 interested in investing in our community. 17 We're doing it, because we want our community to 18 grow and thrive. 19 So, what does that look like from the 20 residents' standpoint? 21 We can survey JHA and our management all day 22 long, but, at the end of the day, the people that 23 we're serving should have a voice, as well. 24 So, what would that survey look like? 25 So I'd love your input on that, as well,</p>	<p>1 little bit late in the conversation that we were 2 previously having, but I'm not sure how the CEO's 3 contract is written. 4 I can tell, by some of the discussion, 5 that, since there weren't goals and objectives 6 set, that there is no real way to provide 7 quantitative incentive compensation. 8 The term, "bonus," drives people crazy, 9 and so I think it's very important that we do work 10 out a way to have the goals, the objectives 11 measurement, and then award incentive compensation 12 based on, you know, "Does not meet," "Meets," 13 "Far exceeds," or, you know, however the 14 measurement turns out. 15 COMMISSIONER HOROVITZ: Through the Chair, 16 to that point, Commissioner Weatherby, we had had 17 that discussion a few times. How the contract was 18 written and how the bonus was paid out was not 19 what anybody would be used to. 20 COMMISSIONER WEATHERBY: Yes. 21 COMMISSIONER HOROVITZ: And so it definitely 22 needs to be addressed in the new contract. 23 CHAIRWOMAN REYES: Thank you, Commissioner 24 Weatherby. 25 (Mr. Aubuchon entered the room.)</p>

<p style="text-align: right;">Page 65</p> <p>1 CHAIRWOMAN REYES: Any other discussion on 2 these topics? 3 COMMISSIONER HOROVITZ: I have a question to 4 the Chair. 5 CHAIRWOMAN REYES: Yes, Commissioner 6 Horovitz. 7 COMMISSIONER HOROVITZ: I really like the 8 idea of doing the pay equity study for all of the 9 other employees. We have been talking about this 10 for a while. 11 I think it's really very important, 12 because I know that a number of our employees are 13 being paid below market. 14 And so, if we could start that -- 15 I think that we started having that conversation 16 with Ms. Parde, but I'm not sure we actually 17 engaged a firm to do that. 18 MS. PARDE: So, through the Chair, 19 it would be my recommendation perhaps that we also 20 did that for an RFP just so there's transparency. 21 It's out there. This way everyone has a chance. 22 With the history, I would just like to have 23 it be as transparent as possible, and that would 24 be my suggestion. But I will follow whatever 25 direction you give.</p>	<p style="text-align: right;">Page 67</p> <p>1 COMMISSIONER WEATHERBY: Second. 2 CHAIRWOMAN REYES: Great. 3 MS. HODGES: If I could just clarify that. 4 So the motion would be -- and we'll go with 5 you, Commissioner Brock, as the person that's 6 making the motion to adopt the HR Committee 7 Worklist with the addition of the surveys 8 to the management, employees and residents. 9 That's your motion. 10 COMMISSIONER BROCK: Okay. 11 CHAIRWOMAN REYES: All right. So, who made 12 the motion? 13 MS. HODGES: It would be Commissioner Brock, 14 and then Commissioner Weatherby seconds. 15 CHAIRWOMAN REYES: Commissioner Brock and 16 then Commissioner Weatherby's second. 17 Okay. Wonderful. I'll open it up to public 18 comments. 19 Anybody here present or online who would like 20 to make a comment to this motion? 21 (no response) 22 CHAIRWOMAN REYES: Okay. Having heard none, 23 all in favor say, "Aye." 24 COMMISSIONER ROGERS: Aye. 25 COMMISSIONER HOROVITZ: Aye.</p>
<p style="text-align: right;">Page 66</p> <p>1 CHAIRWOMAN REYES: I would agree with 2 that, with transparency and the RFP process, 3 as well. Yes. 4 All right. So, do we have any discussion? 5 To Counsel, would I make a motion -- 6 recommendation for this? 7 MS. HODGES: Right. Correct. Adding the 8 items -- and I think the only item that would be 9 added from what's presented on the screen would be 10 your surveys relevant to management, employees and 11 the residents would be your only item. 12 The only other thing I would say -- 13 and you would adopt this worklist as amended -- 14 that would be somebody's motion. 15 And, with time -- I think we have about 16 20 minutes -- you could also do a recommendation 17 to move forward, as Kort just said, with an RFP 18 for the computation, just to kind of keep that 19 moving. 20 Because the idea would be this committee is 21 making recommendations to the larger board. 22 CHAIRWOMAN REYES: Okay. Wonderful. 23 So, can I get a motion to amend the worklist 24 to include the third-party assessment surveys? 25 COMMISSIONER BROCK: I'll make a motion.</p>	<p style="text-align: right;">Page 68</p> <p>1 COMMISSIONER BROCK: Aye. 2 COMMISSIONER WEATHERBY: Aye. 3 CHAIRWOMAN REYES: It passes unanimously. 4 Thank you. 5 All right. And then the second motion will 6 be regarding the hiring of an RFP -- or I guess 7 going through the RFP process for the pay equity 8 study for the rest of the employees at JHA. 9 Any discussion on that? 10 (no response) 11 CHAIRWOMAN REYES: Okay. Just as a point, 12 though, that it is already on there as the third 13 point, because we thought this was also a 14 priority in terms of what needs to get done. 15 I guess they can run concurrently. 16 So, all right. Wonderful. 17 Can I get a motion to recommend the use of an 18 RFP process for the pay equity study? 19 COMMISSIONER BROCK: I make a motion. 20 COMMISSIONER ROGERS: I second. 21 CHAIRWOMAN REYES: Okay. So Commissioner 22 Brock motions, and Commissioner Rogers seconds. 23 Thank you. 24 Any public comments on this online or 25 present?</p>

Page 69	<p>1 (no response)</p> <p>2 MS. HODGES: Through the Chair --</p> <p>3 CHAIRWOMAN REYES: Yes, Counsel.</p> <p>4 MS. HODGES: -- just similar to the other</p> <p>5 RFP and, just for clarification from Kort,</p> <p>6 is the intent that the staff just move forward</p> <p>7 with this particular RFP and just, you know,</p> <p>8 obtain the award --</p> <p>9 CHAIRWOMAN REYES: Yes, yes.</p> <p>10 MS. HODGES: -- under the threshold?</p> <p>11 Because, if it's under the threshold,</p> <p>12 again, if it's informal, it may not require board</p> <p>13 approval.</p> <p>14 So, if you would like to see the results or</p> <p>15 weigh in on the results and pick who the awardee</p> <p>16 is, then that would require us to kind of amend it</p> <p>17 like we did that other motion.</p> <p>18 So the motion would be to move forward with</p> <p>19 an RFP subject to the HR Committee approving it</p> <p>20 prior to it being issued or either approving that</p> <p>21 final awardee, however.</p> <p>22 CHAIRWOMAN REYES: So my thoughts on that is</p> <p>23 we -- I have heard on this board several times</p> <p>24 that the JHA employees are, you know,</p> <p>25 very underpaid, and so that concerns me in terms</p>	Page 71	<p>1 So I do think the scope should include --</p> <p>2 for the RFP people to do this, to include that</p> <p>3 kind of an analysis, as well.</p> <p>4 MS. PARDE: Through the Chair, I would also</p> <p>5 suggest we have whoever the firm is review whether</p> <p>6 or not they're exempt or not exempt under the</p> <p>7 FLSA. It would be a good time to do that,</p> <p>8 as well, to make sure that they're properly</p> <p>9 categorized.</p> <p>10 COMMISSIONER HOROVITZ: Good point.</p> <p>11 CHAIRWOMAN REYES: Great point. Thank you.</p> <p>12 Commissioner Brock.</p> <p>13 COMMISSIONER BROCK: No. I was agreeing</p> <p>14 with Kort and Commissioner Heather. Yes.</p> <p>15 CHAIRWOMAN REYES: All right. Any additional</p> <p>16 discussion?</p> <p>17 (no response)</p> <p>18 CHAIRWOMAN REYES: So we already motioned.</p> <p>19 And I opened it for public comments</p> <p>20 I believe.</p> <p>21 COMMISSIONER BROCK: Uh-huh.</p> <p>22 CHAIRWOMAN REYES: Anybody online?</p> <p>23 (no response)</p> <p>24 CHAIRWOMAN REYES: No.</p> <p>25 All right. Having received none,</p>
Page 70	<p>1 of the other agencies.</p> <p>2 I think we should get the preliminary</p> <p>3 information upfront to make that decision.</p> <p>4 What are your thoughts?</p> <p>5 COMMISSIONER HOROVITZ: I agree.</p> <p>6 My organization went through this last year,</p> <p>7 and one of the things that came out of that was</p> <p>8 some recreating of positions with less grades</p> <p>9 now.</p> <p>10 In general, the organization streamlined a</p> <p>11 lot of their roles. So I think that, not just</p> <p>12 adjusting pay, but creating fewer like grades.</p> <p>13 I think that's helpful for managing the</p> <p>14 employees.</p> <p>15 So I think that there's more to the work than</p> <p>16 just looking at salary, and I think that will</p> <p>17 help the organization overall.</p> <p>18 So I don't know if we need to put that in the</p> <p>19 scope.</p> <p>20 CHAIRWOMAN REYES: I agree with that,</p> <p>21 Commissioner Horovitz. I think doing the</p> <p>22 study will also help identify some inefficiencies</p> <p>23 in the agency, and, therefore, minimize some of</p> <p>24 the positions or streamline some of the positions</p> <p>25 themselves.</p>	Page 72	<p>1 all in favor?</p> <p>2 COMMISSIONER ROGERS: Aye.</p> <p>3 COMMISSIONER HOROVITZ: Aye.</p> <p>4 COMMISSIONER BROCK: Aye.</p> <p>5 COMMISSIONER WEATHERBY: Aye.</p> <p>6 CHAIRWOMAN REYES: Okay. It passes</p> <p>7 unanimously.</p> <p>8 And I believe this concludes my meeting.</p> <p>9 Did I miss anything, Counsel?</p> <p>10 MS. HODGES: You did not.</p> <p>11 CHAIRWOMAN REYES: All right. Thank you</p> <p>12 so much, everyone, for your participation.</p> <p>13 I look forward to working with you.</p> <p>14 So we're adjourned at 10:09.</p> <p>15 (Whereupon, the proceedings taken in the</p> <p>16 above-titled cause concluded at 10:09 a.m.)</p> <p>17 ---</p> <p>18</p> <p>19</p> <p>20</p> <p>21</p> <p>22</p> <p>23</p> <p>24</p> <p>25</p>

