

<6-21-24 JHA BOC HR Committee Meeting>

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<p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p> <p>6 JACKSONVILLE HOUSING AUTHORITY BOARD OF COMMISSIONERS</p> <p>7 HUMAN RESOURCES COMMITTEE MEETING</p> <p>8</p> <p>9</p> <p>10 TAKEN: Friday, June 21, 2024</p> <p>11 TIME: 9:00 a.m. to 10:19 a.m.</p> <p>12 PLACE: Jacksonville Housing Authority</p> <p>13 1300 North Broad Street</p> <p>14 Jacksonville, Florida 32202</p> <p>15 and via videoconference</p> <p>16</p> <p>17 Taken by Carol DeBee Martin, court reporter.</p> <p>18</p> <p>19</p> <p>20 Carol DeBee Martin</p> <p>21 Jacksonville Court Reporting, Inc.</p> <p>22 1620 Bartram Road, Apt. 6111</p> <p>23 Jacksonville, Florida 32207</p> <p>24 (904) 465-0787 (cell)</p> <p>25 debeemartin@aol.com</p>	<p>1 PROCEEDINGS</p> <p>2 June 21, 2024 9:00 a.m.</p> <p>3 CHAIRWOMAN REYES: Have we heard from</p> <p>4 Commissioner Horovitz for acknowledgments?</p> <p>5 COMMISSIONER HOROVITZ: Good morning.</p> <p>6 Heather Horovitz is here. I'm sorry I'm not there</p> <p>7 in person. I'm here, as well.</p> <p>8 CHAIRWOMAN REYES: Okay. Do we know about</p> <p>9 Commissioner Rogers?</p> <p>10 MS. DUNN: No, ma'am.</p> <p>11 CHAIRWOMAN REYES: We're going to go ahead</p> <p>12 and get started. It's June 21st. It's the</p> <p>13 HR Committee Meeting for the Jacksonville Housing</p> <p>14 Authority.</p> <p>15 So, do we have a quorum?</p> <p>16 COMMISSIONER BROCK: Yes, ma'am.</p> <p>17 CHAIRWOMAN REYES: Okay. So, did everybody</p> <p>18 have a chance to review the minutes from the last</p> <p>19 meeting, May 17th?</p> <p>20 COMMISSIONER BROCK: Yes, ma'am.</p> <p>21 CHAIRWOMAN REYES: Can I get a motion for</p> <p>22 approval?</p> <p>23 COMMISSIONER WEATHERBY: So moved.</p> <p>24 COMMISSIONER BROCK: Second.</p> <p>25 CHAIRWOMAN REYES: Thank you.</p>
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<p>1 APPEARANCES:</p> <p>2 CHAIRWOMAN ANDREA REYES</p> <p>3 COMMISSIONER HARRIET BROCK</p> <p>4 COMMISSIONER LISA STRANGE WEATHERBY</p> <p>5 COMMISSIONER HANK ROGERS</p> <p>6 VANESSA DUNN, ACTING PRESIDENT/CEO</p> <p>7 ANTONIO PEREZ</p> <p>8 EVANN MORRIS</p> <p>9 KORT PARDE, CAO</p> <p>10 LINDA FITZGERALD</p> <p>11 CRYSTAL BLACKMER</p> <p>12 REYNOLD PETERSON</p> <p>13 JULIE ST. CLAIR</p> <p>14 DIARRA WEATHERS</p> <p>15 CHARLES GARRISON</p> <p>16 KELVIN NOBLE</p> <p>17 SATONIA HART</p> <p>18 VIA VIDEOCONFERENCE</p> <p>19 COMMISSIONER HEATHER HOROVITZ</p> <p>20 ADINA TEODORESCU, ESQUIRE (OGC)</p> <p>21 INEEDA JACOBS</p> <p>22 LAILA DARBY</p> <p>23 DANIEL HERNANDEZ</p> <p>24 JAMES McCAIN</p> <p>25 SARAH WILSON-KRAFT</p> <p>JENNIFER MAHONEY</p> <p>LA'KENYA DORSEY</p> <p>CHAD MOORE</p> <p>BARBARA SANCHEZ</p> <p>EVEADA FINKLEA</p> <p>DENISHA PRESSLEY</p> <p>---</p>	<p>1 Any discussion on them?</p> <p>2 (no response)</p> <p>3 CHAIRWOMAN REYES: All right. All in favor?</p> <p>4 COMMISSIONER WEATHERBY: Aye.</p> <p>5 COMMISSIONER BROCK: Aye.</p> <p>6 CHAIRWOMAN REYES: All right. It passes</p> <p>7 unanimously.</p> <p>8 All right. So I'm going to reserve my Chair</p> <p>9 comments to the end. We do have a bit of a full</p> <p>10 agenda, and I want to be respectful of everyone's</p> <p>11 time. I know last time we ran a little bit over.</p> <p>12 So I just want to make sure we stay online today.</p> <p>13 So I'm very excited for this next item on the</p> <p>14 agenda. We have our 60-day report from our new</p> <p>15 HR Manager, Ms. St. Clair.</p> <p>16 Hi.</p> <p>17 MS. ST. CLAIR: Good morning, Commissioners.</p> <p>18 COMMISSIONER BROCK: Good morning.</p> <p>19 CHAIRWOMAN REYES: Good morning.</p> <p>20 MS. ST. CLAIR: I am not sure if you-all</p> <p>21 have had a chance to review the summarization of</p> <p>22 my report.</p> <p>23 I'd be glad to provide an overview or talk</p> <p>24 about what things that I find to be most of</p> <p>25 priority at this point.</p>

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<p>1 Shall I provide --</p> <p>2 CHAIRWOMAN REYES: If you want to, give us a</p> <p>3 bullet, and then we'll have questions afterwards.</p> <p>4 MS. ST. CLAIR: -- perfect, perfect.</p> <p>5 So I have had the good fortune of having an</p> <p>6 immersive experience, able to meet employees and</p> <p>7 leaders here in various format and functions,</p> <p>8 and the workshop for leadership for customer</p> <p>9 service was wonderful.</p> <p>10 From that, it was clear they're thirsty,</p> <p>11 and they do need some further training in that</p> <p>12 area. So that hit the spot.</p> <p>13 Also, I've had the opportunity to learn</p> <p>14 about some of the history with the organization</p> <p>15 with the amount of requests for documentation</p> <p>16 through the public records requests, and also</p> <p>17 more, on the regular, our employees who are</p> <p>18 reporting concerns of -- it turns out to be</p> <p>19 personality conflicts and not liking the people</p> <p>20 that they're working for or working with.</p> <p>21 So it's just education. It's all boiling down</p> <p>22 to training and education.</p> <p>23 Also, the corrective action process</p> <p>24 I think for new supervisors and current</p> <p>25 supervisors and managers needs to be</p>	<p>1 report, and so I -- with the help of Evann and</p> <p>2 Antonio, I was able to get that fixed.</p> <p>3 Because I take that very seriously, and I hope</p> <p>4 that that becomes more of our culture with</p> <p>5 some training and further guidance.</p> <p>6 I've reviewed some of the HR SOPs,</p> <p>7 and I have made some recommendations in this</p> <p>8 report. I don't know if you want me to review</p> <p>9 that, but they are listed here.</p> <p>10 But, overall, my first impressions with the</p> <p>11 organization are very positive. We just need to</p> <p>12 get back to the basics. Accountability and</p> <p>13 automation are on the forefront of what I believe</p> <p>14 will help, and then just revisiting our culture to</p> <p>15 make sure, in the form of an employee engagement,</p> <p>16 maybe a committee or a survey -- I think that that</p> <p>17 would also help employees to feel more heard,</p> <p>18 seen, valued, if they have more of a say on what</p> <p>19 they would like to see more within the agency,</p> <p>20 because I think a happy employee takes care of our</p> <p>21 clients, our residents and each other.</p> <p>22 And I think, with that, those results --</p> <p>23 I think we can make a significant difference and</p> <p>24 improve our turnover and just overall morale and</p> <p>25 health of our company.</p>
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<p>1 revisited. I think that there is confusion</p> <p>2 as to what the process is in that regard.</p> <p>3 And I've also noticed a need, for instance,</p> <p>4 for the new employee orientation. We need to</p> <p>5 become more automated with our process.</p> <p>6 Quite frankly, it's embarrassing when we have</p> <p>7 to sit down and have new employees fill out a</p> <p>8 stack of papers instead of having it automated</p> <p>9 beforehand.</p> <p>10 The quality time that we're able to spend</p> <p>11 with them is reduced because of the paperwork.</p> <p>12 So things like that -- we're taking the initiative</p> <p>13 to make some recommendations to move forward to</p> <p>14 automate some things.</p> <p>15 But I think the most outstanding issue that</p> <p>16 I see is accountability, and, of course,</p> <p>17 accountability is one of our core competencies</p> <p>18 here at the agency. And I think that we do need</p> <p>19 to revisit what those core competencies are.</p> <p>20 It's what's made us successful for the last</p> <p>21 30 years, and I think the training in that area,</p> <p>22 holding ourselves and each other accountable --</p> <p>23 I think maybe we all have different definitions</p> <p>24 of that.</p> <p>25 But, for instance, I had misspellings on my</p>	<p>1 CHAIRWOMAN REYES: Thank you for that report,</p> <p>2 Ms. St. Clair. So, just a couple questions for</p> <p>3 you.</p> <p>4 You know, when I read your report, something</p> <p>5 -- all right. "Managers are thirsty for</p> <p>6 training."</p> <p>7 So, were the previous training protocols</p> <p>8 outdated, or they just weren't being used?</p> <p>9 MS. ST. CLAIR: Honestly, nine weeks in,</p> <p>10 I can't speak to what has been provided.</p> <p>11 I understand MTVN (sic) has been our primary</p> <p>12 source for training. I'm a big advocate of</p> <p>13 workshops and getting small groups of people and</p> <p>14 having, you know, mock scenarios and just making</p> <p>15 sure that we are following our policies.</p> <p>16 CHAIRWOMAN REYES: Okay.</p> <p>17 MS. ST. CLAIR: Yeah.</p> <p>18 CHAIRWOMAN REYES: So you talked about</p> <p>19 SOPs, which I love. I'm a big SOP person.</p> <p>20 So, are our current SOPs outdated?</p> <p>21 Are we --</p> <p>22 MS. ST. CLAIR: I don't believe so.</p> <p>23 I think that they're right on.</p> <p>24 CHAIRWOMAN REYES: -- okay.</p> <p>25 MS. ST. CLAIR: I think perhaps employees</p>

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Page 9	<p>1 are not being held accountable for following the</p> <p>2 process. They're not staying in their own lane.</p> <p>3 They're not taking accountability, and they're not</p> <p>4 being held accountable. And I think more of the</p> <p>5 situation falls on employees and the managers to</p> <p>6 manage that process better.</p> <p>7 (Commissioner Rogers entered the room.)</p> <p>8 CHAIRWOMAN REYES: And then you did specify</p> <p>9 that the sheer number of employee complaints has</p> <p>10 been a bit overwhelming.</p> <p>11 MS. ST. CLAIR: It has been.</p> <p>12 CHAIRWOMAN REYES: So, can you give us a</p> <p>13 number of how many complaints you received?</p> <p>14 MS. ST. CLAIR: Complaints?</p> <p>15 Oh, it's on the daily, and what I'm seeing is</p> <p>16 that employees are not either comfortable or</p> <p>17 aware, or they don't like their manager at the</p> <p>18 moment. And they're not addressing their issues</p> <p>19 with their hiring manager.</p> <p>20 Instead, they're circumventing.</p> <p>21 They're jumping chain of command, not following</p> <p>22 protocol, and what's even more important is our</p> <p>23 managers who are receiving employees that are</p> <p>24 outside of their direct line of report --</p> <p>25 they're spending time and giving them guidance.</p>	Page 11	<p>1 CHAIRWOMAN REYES: Yeah. Go ahead.</p> <p>2 COMMISSIONER BROCK: So, do you think that,</p> <p>3 "disgruntled," was a good word to put in there to</p> <p>4 describe those employees?</p> <p>5 MS. ST. CLAIR: Perhaps not. It's just the</p> <p>6 number of them, the timing of them, and the</p> <p>7 expectation is immediate. So, with those factors,</p> <p>8 that would be my interpretation.</p> <p>9 COMMISSIONER BROCK: Thank you.</p> <p>10 MS. ST. CLAIR: Thank you.</p> <p>11 CHAIRWOMAN REYES: And then, like I said,</p> <p>12 your biggest issues, right, are kind of building</p> <p>13 automation. So it seems that the public records</p> <p>14 requests -- you know, you talked about the paper</p> <p>15 personnel files -- we need to convert them to</p> <p>16 electronic.</p> <p>17 That's something that you'll be looking into?</p> <p>18 MS. ST. CLAIR: Yes.</p> <p>19 CHAIRWOMAN REYES: Okay. Very good.</p> <p>20 There is a lot of AI technology out here</p> <p>21 today that should be able to help facilitate</p> <p>22 that.</p> <p>23 All right. Any questions on her report?</p> <p>24 Anybody else have any comments?</p> <p>25 (no response)</p>
Page 10	<p>1 But they're not redirecting.</p> <p>2 I think that that is very problematic,</p> <p>3 because there are conversations that are going on</p> <p>4 that are unknown by their manager.</p> <p>5 CHAIRWOMAN REYES: Commissioner Brock.</p> <p>6 COMMISSIONER BROCK: Yes. Thank you,</p> <p>7 Madam Chair.</p> <p>8 One of my overviews that I had when I read</p> <p>9 your report was that you referred to the staff</p> <p>10 that had been -- they were being disgruntled from</p> <p>11 the public requests, that they were disgruntled</p> <p>12 employees.</p> <p>13 Do you think that everybody that requests</p> <p>14 records from us are disgruntled?</p> <p>15 MS. ST. CLAIR: I will not be able to answer</p> <p>16 that fairly since I'm not speaking with them.</p> <p>17 I am receiving requests through the proper</p> <p>18 channels.</p> <p>19 And it's the timing of it, the timing of the</p> <p>20 requests suggests that they're not happy perhaps</p> <p>21 with what has happened, or they're looking for</p> <p>22 some answers or historical information for</p> <p>23 whatever purpose they wish to fulfill.</p> <p>24 COMMISSIONER BROCK: So, do you ...</p> <p>25 Madam Chair, I'm sorry.</p>	Page 12	<p>1 CHAIRWOMAN REYES: Okay. So we had agreed,</p> <p>2 right, that we were going to get a report from you</p> <p>3 every 30 days just until we kind of figure out the</p> <p>4 CEO position.</p> <p>5 So we look forward to your objective comments</p> <p>6 and your objective reports that provide this</p> <p>7 information to the board just so we understand</p> <p>8 what's going on through this transition.</p> <p>9 Because, as we've said from the very</p> <p>10 beginning, "Change is hard."</p> <p>11 And so we want to make sure that we are</p> <p>12 letting the JHA employees and all the staff know</p> <p>13 that this board is invested in making sure</p> <p>14 that they're being heard and seen, which is why we</p> <p>15 have ordered the culture survey and compensation</p> <p>16 study.</p> <p>17 So let them know that that is coming,</p> <p>18 and we're going to get an update on that today,</p> <p>19 as well.</p> <p>20 Thank you, Ms. St. Clair.</p> <p>21 MS. ST. CLAIR: Thank you.</p> <p>22 COMMISSIONER ROGERS: I'm sorry, Madam Chair.</p> <p>23 CHAIRWOMAN REYES: Yes, Commissioner Rogers.</p> <p>24 COMMISSIONER ROGERS: I read this report,</p> <p>25 and thank you so much for this. I guess --</p>

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<p>1 and, if you-all already covered this, I do indeed 2 apologize. But I do want to understand, because 3 there was some good recommendations. 4 Are we moving forward with these 5 recommendations to have them provided to us? 6 MS. ST. CLAIR: I am seeking approval to move 7 forward with some of the recommendations, 8 if not all of them, that I listed. 9 COMMISSIONER ROGERS: All right. So, through 10 the Chair, is that through the CEO? 11 Some of these recommendations are very good 12 recommendations, and I think they need to be -- 13 we need to move on some of the recommendations 14 that have been presented to us in this report. 15 So, is that something that this board or 16 committee -- 17 CHAIRWOMAN REYES: Yes. So we don't vote on 18 that. At this point, they're bringing it to the 19 board so that we're updated on her new position, 20 her transition. 21 You know, for everybody involved, I imagine 22 that you will start researching programs that are 23 going to help with this, and, if it's a certain 24 budget, you will have to bring it to the board. 25 MS. DUNN: Well, no, because the board has</p>	<p>1 to strengthen our training as well as being 2 more of a presence so people can network and 3 so Jacksonville isn't operating in a silo 4 so to speak. 5 Because that's something that we haven't been 6 very present for, these different conferences and 7 things of that nature, and so we're striving to 8 engage more in that regard. So we are putting 9 some of those recommendations in place. 10 COMMISSIONER ROGERS: That's good to hear. 11 Thank you so much for that. 12 And then, through the Chair, I'll close 13 by saying it was good to read, based on your 14 experience and being here, that you found the 15 agency to be very positive and the culture to be 16 a very positive culture. And so that was good to 17 read in your report, and so thank you so much for 18 your work that you're doing. 19 Thank you, Madam Chair. 20 CHAIRWOMAN REYES: And this is more of a 21 comment for Ms. Dunn and for Ms. St. Clair. 22 So I know Ms. St. Clair said that we've been 23 using MTVN in for training? 24 MS. DUNN: HTVN. 25 CHAIRWOMAN REYES: Oh, HTVN. Sorry.</p>
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<p>1 already approved the training budget. 2 And, with that, I would like to say that we have 3 implemented training, as well as conferences, 4 for the staff to attend. 5 So, just in the last 90 days, the HCV staff 6 have trained on HCV Specialists, where 70 percent 7 of that class did pass, and they're now 8 certified. 9 Then we had public housing assistants take 10 the Public Housing Specialist. We're waiting on 11 the results for that. 12 And then the HCV staff have taken the 13 HCV Rent Calculations course back in April. 14 We're waiting for their results for that. 15 Seven maintenance staff will be traveling 16 to Georgia next month to attend GARO, where they 17 will be trained in the maintenance, how to upkeep 18 and do those things and all things maintenance. 19 So they'll be going to Macon, Georgia, 20 I think July 11th -- a small van and come back and 21 report. Then we have eight staff members going to 22 FAHRO in August, and then we have five that will 23 be going to YASC, which is the Yardi conference in 24 August, as well. 25 So we have already started making strides</p>	<p>1 How long have we been using them? 2 MS. DUNN: HTVN has been in place for, what, 3 the last three or four years? 4 MS. PARDE: As long as I've been here. 5 MS. DUNN: Yeah. And that's an online 6 training module, and so we're actually using 7 HTVN to do reasonable accommodation and 8 fair housing training coming up at the end of 9 this month for our Applications Department, 10 where they'll be certified in handling those 11 sensitive requests, as well. 12 CHAIRWOMAN REYES: Okay. And then, 13 what type of training on leadership are the 14 managers doing at the housing authority? 15 MS. DUNN: Right now we have not engaged in 16 leadership training, because, as Ms. Julie 17 pointed out, we're kind of at a back to basis 18 scenario where we need to understand the 19 fundamentals of the business that we run, 20 in terms of the change in regulations and 21 understanding best practices in the industry. 22 And so we're implementing those 23 certifications, because a lot of our managers 24 and our supervisors simply do not possess the 25 industry standard certifications. And so we're</p>

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<p>1 getting that done. That's where we're at right 2 now. 3 CHAIRWOMAN REYES: So this isn't a part of 4 the hiring process? 5 MS. DUNN: Most of the employees here have 6 tenure, and so they've been here ten-plus years. 7 And that's not -- those weren't certifications 8 that they obtained along the way. 9 CHAIRWOMAN REYES: Okay. So, like I said, 10 a note that I would want for the future is I do 11 want to see leadership trainings, emotional 12 intelligence trainings in the management, 13 executive positions in the near future. 14 I know we're kind of working backwards a 15 little bit to try to get organized and 16 stabilized, but that is something that I could see 17 in the future. 18 MS. DUNN: Okay. 19 CHAIRWOMAN REYES: All right. If nobody else 20 has any comments on that, we'll move ... 21 I'm sorry. 22 Is somebody online? 23 MR. PEREZ: Yes, Commissioner Horovitz. 24 CHAIRWOMAN REYES: Oh, Commissioner Horovitz, 25 please.</p>	<p>1 CHAIRWOMAN REYES: Good morning. 2 MR. WEATHERS: My name is Diarra Weathers. 3 Most of you I haven't had the opportunity to meet 4 yet. I am the procurement supervisor here at JHA. 5 I have been here since May 1st. 6 All right. So I will give you a brief update 7 this morning on the two RFP studies that are 8 currently going on, Solicitations RFP-2024-103 9 and RFP-2024-104. 10 I will talk about them in tandem since they 11 have deadlines and timelines that are similar to 12 one another. 13 So RFP-103 is your compensation study and 14 culture RFP. The deadline for solicitation 15 bid submissions is today for vendors seeking to 16 participate and bid on that one. The executive 17 service RFP -- the deadline is due this coming 18 Monday. 19 So we've got pretty good representation on 20 both I think. At last check, I saw maybe three or 21 so for RFP-103, which is the compensation and 22 culture one, and I think we're at about four or 23 five for RFP-104, which is the executive search 24 study. 25 So the next step after we receive all</p>
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<p>1 COMMISSIONER HOROVITZ: I'm sorry, 2 and I know it's disruptive to be online. 3 I just wanted to thank Ms. St. Clair. Thank you 4 for that excellent report. It's just so 5 refreshing to hear your take on everything that's 6 going on. 7 Thank you for just jumping in headfirst, 8 feetfirst, and for all of your responsiveness to 9 all of my email questions. I just want to say 10 thank you. 11 MS. ST. CLAIR: Thank you. 12 CHAIRWOMAN REYES: And we also have the 13 OGC Attorney Adina online, if we have any 14 questions. 15 (no response) 16 CHAIRWOMAN REYES: Okay. So next on the 17 agenda -- 18 MS. TEODORESCU: I don't have any questions 19 right now. Thank you. 20 CHAIRWOMAN REYES: -- all right. Next on the 21 agenda is the RFP regarding the classification, 22 compensation and culture study update that we 23 requested. 24 This is Mr. Diarra Weathers. 25 MR. WEATHERS: Good morning, everyone.</p>	<p>1 the bids, obviously, will be to identify 2 individuals on an Evaluation Committee to have the 3 proposals sent to for evaluation and then move 4 forward from there. 5 MS. MORRIS: They can't hear you online. 6 MR. WEATHERS: All right. So, are there 7 any questions for anyone? 8 CHAIRWOMAN REYES: Who comprises the 9 Evaluation Committee? 10 MR. WEATHERS: So I believe we have 11 preliminarily identified who will be on that 12 committee. To be honest, respectfully, 13 I'm a little reluctant to specifically identify 14 those individuals as we are still in the active 15 phase of the solicitation bid. 16 I wouldn't want to inadvertently or unduly 17 influence a bid that may come in, particularly for 18 the RFP-104, which isn't due until Monday. 19 CHAIRWOMAN REYES: Of course. 20 MR. WEATHERS: But I can definitely give you 21 that information and pass that information on 22 outside this particular meeting. 23 CHAIRWOMAN REYES: Okay. Thank you. 24 MR. WEATHERS: Yes, ma'am. 25 CHAIRWOMAN REYES: And then, after the</p>

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<p>1 Evaluation Committee takes it into consideration, 2 what's the next step after that? 3 MR. WEATHERS: So, once the evaluation 4 packages have been sent to the individuals on 5 the committee, there will be a time period where 6 the evaluations -- the individual bids are looked 7 at by the committee. 8 At that point, a decision will be made. 9 The bids will be scored and weighted by the 10 individual committee on their value. A decision 11 will be made as to who the selected vendors and 12 winners are for each individual solicitation, 13 and then the award letters will be issued to those 14 said vendors. 15 At that point, we basically move into the 16 kickoff phase after that with each individual 17 respective vendor for each RFP to talk about the 18 plan moving forward based on the proposals that 19 they've submitted. 20 CHAIRWOMAN REYES: And, how long do you think 21 it will take for you guys to prepare the packages 22 for the committee? 23 MR. WEATHERS: There isn't a set time frame. 24 I think it will be dependent on the total number 25 of bids received by each individual RFP coming</p>	<p>1 Now that we have this going, we have to move 2 along. 3 Would we be able to schedule a special 4 meeting? 5 MS. PARDE: Through the Chair, we actually 6 had July 19th as the next HR meeting. Even though 7 we weren't supposed to be going in July, you had 8 set that. So I had put it on the schedule. 9 So there is, in fact, on the calendar a July 19th 10 meeting. 11 CHAIRWOMAN REYES: So, would you feel 12 comfortable July 19th -- three or four weeks? 13 MR. WEATHERS: It might be a little 14 aggressive. I think we'll strive for that. 15 We'll stive for that. 16 CHAIRWOMAN REYES: Commissioner Brock. 17 COMMISSIONER BROCK: Excuse me, Madam Chair, 18 for interrupting you. 19 But, are you saying that we're going to 20 change from having no meetings in July to having a 21 meeting now in July? 22 CHAIRWOMAN REYES: No. So I think, 23 in the last meeting that we had talked about it, 24 because the RFP had gone live that we were going 25 to be needing updates.</p>
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<p>1 in. 2 I would say just kind of a ballpark number, 3 if you're looking, I would say, from the time that 4 all of the bids are received until the time the 5 evaluation packages are sent -- maybe a week or so 6 -- and then, after that, depending on everyone's 7 availability and their schedule who are on the 8 Evaluation Committee, as well as factoring 9 holidays and things like that and the total number 10 of bids that you guys or JHA will have to review, 11 I would say probably an additional two to three 12 weeks. To be fair, to make these assessments for 13 a total time of about three to five weeks before 14 the award letters are sent. 15 CHAIRWOMAN REYES: So, would you feel 16 comfortable stating that it could be done for the 17 next HR Committee, which would be -- I don't have 18 the date -- 19 MS. DUNN: August. 20 CHAIRWOMAN REYES: -- August? 21 Yeah, because we don't have one in July. 22 MR. WEATHERS: Oh, yeah. We can make it by 23 August. Sure. 24 (People laughed.) 25 CHAIRWOMAN REYES: Well, no, no, no.</p>	<p>1 So the general board meeting I believe is -- 2 we don't have a general board meeting in July, 3 but I do believe we had scheduled the HR meeting 4 for July. 5 COMMISSIONER BROCK: I didn't remember her 6 scheduling that. Okay. I didn't. 7 I know she sent it out, but I didn't remember 8 us scheduling it. That's what I'm saying. 9 Because July normally is our off month. 10 We normally don't have any meetings in July, 11 but I understand what you're saying. 12 CHAIRWOMAN REYES: Yeah. 13 COMMISSIONER BROCK: Okay. 14 CHAIRWOMAN REYES: Given the importance of 15 this specific RFP and what this committee is, 16 you know, tasked to do, I think we need to -- 17 COMMISSIONER BROCK: Okay. 18 CHAIRWOMAN REYES: -- if everyone in is 19 agreement. I mean that would be my directive, 20 but, obviously, if you cannot make it, 21 then we understand. 22 So we would just tentatively put it for 23 the July 19th date for you just to give you kind 24 of like a -- 25 MR. WEATHERS: Sure.</p>

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<p>1 CHAIRWOMAN REYES: -- okay. And I believe 2 you might ... 3 Well, would he need to submit it earlier or 4 just have it on the agenda, Kort? 5 MS. PARDE: Through the Chair, according to 6 our -- we're under Chapter 189 for the public 7 records, it would be -- just on the agenda would 8 be fine. 9 CHAIRWOMAN REYES: Okay. 10 MS. PARDE: You don't have to actually review 11 the package, but it needs to be on the agenda at 12 least seven days prior. 13 CHAIRWOMAN REYES: Okay. And then, if that's 14 not possible, please let Ms. Dunn know, and that 15 way we can just be prepared as a board. 16 MR. WEATHERS: Yes, ma'am. 17 CHAIRWOMAN REYES: All right. And, just 18 really quickly, we have three to four for the 19 culture study and compensation study, 20 and you said four to five for the CEO? 21 MR. WEATHERS: Yes. 22 CHAIRWOMAN REYES: Thank you. 23 Does anybody else have any questions for 24 him? 25 (no response)</p>	<p>1 MS. DUNN: Okay. 2 CHAIRWOMAN REYES: But Mr. Wilson and 3 Ms. Adina did provide this. 4 MS. DUNN: Okay. 5 CHAIRWOMAN REYES: I think it was supposed to 6 be on the agenda. 7 MS. DUNN: Yeah. 8 COMMISSIONER BROCK: Yes. 9 MS. TEODORESCU: I am sorry to interrupt. 10 This is Adina. I believe the amounts you are 11 seeing is the current balance -- 12 MS. DUNN: Right -- 13 MS. TEODORESCU: -- of what's available. 14 So it may not be entirely up to date. There may 15 be invoices out there -- 16 MS. DUNN: -- right. 17 MS. TEODORESCU: -- that haven't been paid 18 yet, but this is a ballpark amount of what's still 19 left under these contracts. 20 CHAIRWOMAN REYES: So that's what we owe, 21 or that's what is part of our retainer? 22 MS. DUNN: It's part of our retainer. 23 MS. TEODORESCU: That's what is available to 24 spend. 25 CHAIRWOMAN REYES: Okay. Got it.</p>
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<p>1 CHAIRWOMAN REYES: All right. Thank you so 2 much. I appreciate your time. 3 MR. WEATHERS: Thank you. 4 CHAIRWOMAN REYES: All right. Next on the 5 agenda we have the JHA outside counsel. 6 So, Ms. Dunn, go ahead. 7 Do you want to address that, please? 8 MS. DUNN: Given the clarity that we 9 discussed before the meeting, I would like an 10 opportunity to give you exactly what it was you 11 were expecting. 12 Because I thought what was being requested 13 was the dollar amount of what we have spent 14 thus far, which is what the ledger is that you 15 have beside you. 16 But, from what I understand, what the request 17 is is the contracts and what we're going to be 18 spending per contract; is that correct? 19 CHAIRWOMAN REYES: So, yeah. What I had 20 asked for was just to have an idea of what -- 21 it's on the screen -- 22 MS. DUNN: Okay. 23 CHAIRWOMAN REYES: -- the firm, the amount 24 and then, you know, what topic or what field of 25 law do they cover for the JHA.</p>	<p>1 MS. TEODORESCU: Although, some of it 2 may have been spent already, and we haven't 3 received the invoices. Or they haven't been paid 4 yet. 5 MS. DUNN: Correct. 6 CHAIRWOMAN REYES: Okay. Because they did 7 submit the contracts, also. So, in this report 8 here, the contracts are attached. 9 MS. DUNN: Cool. 10 CHAIRWOMAN REYES: But, do you want to 11 address the ledger that you've provided to us 12 today? 13 MS. DUNN: Sure, unless you have any 14 questions. 15 So so far cumulatively we've spent \$116,000 16 from October to present, and most of that bulk is 17 concentrated in BMO because of all of the 18 transactional deals that we had going on between 19 Westwood and Franklin Arms. 20 So Franklin we closed on in November, 21 and then Westwood in February. So it's cooled 22 down a lot since then, but that's where the 23 concentrated costs are. 24 CHAIRWOMAN REYES: That would make sense. 25 All right. Thank you so much, Ms. Dunn.</p>

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<p>1 And then I had asked -- so the purpose of 2 requesting this, right, was to see like how 3 much we were spending with who because of the 4 conversation of Ms. Hodges coming back as counsel 5 was a conversation that we had maybe like two 6 board meetings ago -- a couple of board meetings 7 ago. 8 So I did ask Mr. Wilson ... 9 Adina, is there an update regarding 10 Ms. Hodges' engagement with the city? 11 MS. TEODORESCU: I don't have anything. 12 CHAIRWOMAN REYES: Okay. Yeah. 13 So Mr. Wilson did explain that currently they are 14 having to present, you know, the showing of need. 15 So I think having this report is actually very 16 helpful. 17 All right. Any questions on the reports 18 provided regarding our counsel? 19 COMMISSIONER ROGERS: So real quick, 20 through the Chair, just for clarification 21 purposes. 22 COMMISSIONER HOROVITZ: If I may, through the 23 Chair. 24 CHAIRWOMAN REYES: Yes. Commissioner 25 Horovitz, go ahead.</p>	<p>1 apologize. I believe I gave this update in our 2 last meeting, and it was with Mr. Fackler. 3 He leads the OGC, and I expressed what our needs 4 were and how we could be supported by somebody 5 who has so much institutional knowledge, 6 like Ms. Hodges, to come in and help us in certain 7 areas. 8 I believe he's still evaluating that need. 9 I have not heard that he's made a decision, 10 but I will follow-up with him and let him know 11 that's something the board is looking to get an 12 answer on. 13 CHAIRWOMAN REYES: All right. Thank you, 14 Commissioner Horovitz, for that update. 15 Commissioner Rogers. 16 COMMISSIONER ROGERS: She actually answered 17 what I was going to ask. So I'm good now. 18 CHAIRWOMAN REYES: Okay. It's a good thing 19 she went first then. 20 COMMISSIONER ROGERS: Absolutely. 21 (People laughed.) 22 CHAIRWOMAN REYES: All right. So nobody has 23 any questions on that? 24 (no response) 25 CHAIRWOMAN REYES: We can move on.</p>
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<p>1 COMMISSIONER HOROVITZ: Oh, sorry. I heard 2 Commissioner Rogers speaking. I'll go after him. 3 COMMISSIONER ROGERS: No. I'll yield to you. 4 I'll yield. 5 COMMISSIONER HOROVITZ: Thank you. 6 I think I gave this update, through the 7 Chair, in our last meeting that I had met with 8 Mr. (inaudible). He leads the OGC, and I had 9 expressed the need of the JHA (inaudible). 10 I don't have an update from that conversation, 11 but I will follow-up with him to see if he 12 (inaudible). 13 COURT REPORTER: She's going in and out, 14 and I'm having a hard time. 15 COMMISSIONER HOROVITZ: (inaudible) 16 COURT REPORTER: I didn't even hear the name. 17 CHAIRWOMAN REYES: Commissioner Horovitz, 18 it was going in and out. It was hard to hear you 19 for Ms. Carol to be able to capture you. 20 COMMISSIONER HOROVITZ: Okay. I'll try, 21 again. 22 Is that better? 23 COURT REPORTER: Yes. 24 CHAIRWOMAN REYES: Yes. 25 COMMISSIONER HOROVITZ: Okay. And I</p>	<p>1 The updated board worklist -- so, in the very 2 beginning of this transition, Kort, myself and 3 actually Ms. Hodges had created a working list of 4 all the things we wanted to address. 5 I am very happy that we made a lot of 6 progress on it. It seems like we're checking off 7 our list, and I know that we have a potential new 8 board member coming on that's going to be able to 9 start, you know, helping with a lot more of these 10 things, as well as, participate on a new committee 11 for the board. So I'm excited about that. 12 The updated administrative organizational 13 chart -- I did look at that, as well. 14 So, just to be sure, right, I'm only seeing two 15 vacancies on the executive levels, right? 16 On the CAO position, there is one vacancy 17 for Clerical Support Aide Senior, and, 18 under the CFO position, there is only one vacancy 19 for an accountant, correct? 20 MS. PARDE: Through the Chair, yes, that's 21 correct. And, actually, we had a -- the only 22 other vacancies that we had -- we did have one 23 vacancy that occurred in HCV, just so you're 24 aware. 25 I updated the chart, but it occurred after</p>

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<p>1 I made the chart. We will have a need for a 2 Housing Counselor Aide position. So that will be 3 added to the org chart, as well, just so everyone 4 is aware of that. 5 CHAIRWOMAN REYES: Okay. And, given our 6 current CFO situation, are we looking for a new 7 accountant to help with all the work that we have? 8 MS. DUNN: We engaged with the temporary 9 company that we had on contract, Aston Carter, 10 and they provided us a temporary accountant. 11 So he'll be working with us for the next six 12 months, and that could turn into a permanent 13 position. 14 CHAIRWOMAN REYES: All right. So it's not 15 vacant, vacant. It's not official yet. 16 MS. DUNN: Correct. 17 CHAIRWOMAN REYES: Got it. Okay. 18 And, how is the CFO and the -- 19 MS. DUNN: The CFO is scheduled to be 20 onboarded July 3rd, and the deputy August 7th. 21 CHAIRWOMAN REYES: Okay. Thank you. 22 Commissioner Brock. 23 COMMISSIONER BROCK: Madam Chair, 24 so the deputy is not going to be July 3rd no more? 25 MS. DUNN: No, ma'am. She expressed the need</p>	<p>1 on track for that date. 2 MS. DUNN: July 3rd, yes. 3 COMMISSIONER ROGERS: Okay. I just want to 4 make sure on that. 5 Thank you. 6 CHAIRWOMAN REYES: All right. Any other 7 questions on the organization? 8 COMMISSIONER ROGERS: I do have one, 9 clarifying thing real quick. 10 CHAIRWOMAN REYES: Yes, Commissioner Rogers. 11 COMMISSIONER ROGERS: I know we discussed -- 12 and I can't remember if it was in this committee 13 or if it was in our board committee. 14 Just so I'm clear, on the board liaison, 15 where are we with the board liaison? 16 I know we had discussions on that, 17 and then ... 18 Are you going to address that? 19 CHAIRWOMAN REYES: It's in the old business. 20 Yes, sir. 21 COMMISSIONER ROGERS: Well, I'll yield. 22 (People laughed.) 23 CHAIRWOMAN REYES: Love it. 24 COMMISSIONER ROGERS: Sorry. 25 CHAIRWOMAN REYES: No. It's okay.</p>
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<p>1 to have additional time since she's moving from 2 Oregon. 3 COMMISSIONER BROCK: Okay. 4 CHAIRWOMAN REYES: And so we are still using 5 the gentleman that came and gave the report last 6 time? 7 MS. DUNN: Yes. 8 CHAIRWOMAN REYES: And, what was his name, 9 again? 10 I'm sorry. 11 MS. DUNN: Anthony Palmer. 12 CHAIRWOMAN REYES: Palmer. 13 MS. DUNN: He represents Kubas Keller. 14 CHAIRWOMAN REYES: Okay. Wonderful. 15 So he's good to stay on with us until the whole 16 transition? 17 MS. DUNN: Yes. The contract ends 18 August 31st. 19 CHAIRWOMAN REYES: Okay. Perfect. 20 Thank you. 21 COMMISSIONER ROGERS: But, just so I'm clear 22 -- 23 CHAIRWOMAN REYES: Yes, Commissioner Rogers. 24 COMMISSIONER ROGERS: -- the deputy date has 25 moved, but the CFO date has not. So we're still</p>	<p>1 It's okay. 2 So the next thing on the agenda is the 3 employee complaint policy. One of the things that 4 we had worked on on our worklist is to identify 5 some of these issues, because, as we know, right, 6 as Ms. St. Clair confirmed, there have been a lot 7 complaints, a lot of uncertainty for a lot of 8 the employees at housing authority. 9 And there wasn't a very clear understanding 10 of what the HR procedure was, given that there was 11 no HR Manager before. So that created a lot of 12 inconsistency and a lot of concern for the 13 employees. So I had asked Ms. Kort to look at 14 these policies as part of our working list. 15 So, Ms. Kort. 16 MS. PARDE: Through the Chair, what I wanted 17 to do -- so Ms. Dunn, as well as Ms. Julie and I, 18 dug deep into this issue. We wanted to ensure 19 that everything was done properly. 20 And I wanted to provide you with the 21 policies, because the policies, in fact, 22 do exist. They were provided by OGC and approved 23 by OGC in November of 2021. We voted on them. 24 They became part of the policy manual. 25 I think the issue is twofold, and I think</p>

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<p style="text-align: right;">Page 37</p> <p>1 there is a recommendation that I would offer. 2 The issue is they're just -- the employees 3 are unaware of the policy itself and the 4 procedure. 5 They are there. They exist. They're 6 perfectly fine, and there is nothing wrong with 7 our procedures. 8 They're just simply not utilizing them 9 properly, or, alternatively, they're unaware of 10 them. 11 So it is our obligation, when we've done 12 this, that Julie and I will be working closely 13 with each other to ensure that, over the next few 14 months, our employees are made very well aware of 15 not only what the policies are and the procedures 16 and how they do them. 17 Because that's really what the issue has been 18 here. If there are any issues that have not been 19 addressed, it's because they're not utilizing the 20 policies and procedures. 21 An employee who has an issue must report it 22 to the employer, if they want the employer to 23 react. 24 There is nothing from preventing them from 25 going to the OIG. There's nothing preventing them</p>	<p style="text-align: right;">Page 39</p> <p>1 So it isn't that we don't have that or that 2 things aren't being followed. It's that I don't 3 think our employees have the knowledge of how to 4 use them. 5 So that is where we think we have a 6 deficiency, and we need to correct it. 7 And then the other thing would be for us to 8 institute some sort of a numerical system 9 so that that way we ensure the confidentiality 10 by using a numerical system. 11 But our policies provide for confidential 12 complaints. They provide -- if you go through 13 that, it's specifically a 10-point for the 14 workplace investigations. 15 It's incredibly thorough. It also provides 16 what notice needs to be given to the board in all 17 these circumstances. 18 So, for example, if it's an issue with a 19 harassment complaint and it rises -- after our 20 investigation, it rises to the level of needing 21 to issue discipline above just a written warning, 22 that immediately needs to be brought to the 23 board's attention. Because that's a harassment 24 issue, and it's a liability issue. 25 There are also issues where it discusses</p>
<p style="text-align: right;">Page 38</p> <p>1 from going to, you know, the EEOC or the 2 Jacksonville Human Rights Commission. 3 What it is, though, is that, if you don't 4 give us the -- if you don't register the complaint 5 with the agency, it's hard for us to address it 6 properly and through the procedures. 7 So we want to ensure that employees 8 understand not only what the procedures are 9 and the policy itself, but, you know, how the 10 mechanism works. 11 Because the issue is, if you want relief from 12 an employer, you must actually notify the employer 13 so we can do our proper searches and everything. 14 The one suggestion that Julie and I and 15 Vanessa came up with that we think we have room 16 for improvement is we think we should institute a 17 numerical system so we can properly monitor 18 these. 19 Because the policies do provide, 20 not only the procedure, but they also provide for 21 the recording, what reports are issued, 22 who has confidentiality. 23 They're very thorough. OGC was the one 24 who had drafted them and had them reviewed by 25 Constangy.</p>	<p style="text-align: right;">Page 40</p> <p>1 in-depth, if we have an issue with the CEO, 2 that would need to be brought to your attention. 3 Because, as her as the employee, the CEO, 4 the board would need to be immediately notified. 5 But then it also explicitly describes 6 confidentiality. Due to the nature of harassment 7 complaints, unfortunately, if it doesn't rise to 8 the level of above a written complaint, we need to 9 keep the confidentiality of the employee, and 10 that's legally required. 11 So I just want to make sure that the board 12 understood, before we move forward in this issue, 13 that we do have the policies. They have been 14 approved by OGC. They have been approved by our 15 outside counsel, Constangy, our labor and 16 employment counsel. 17 And there's nothing wrong with how they work. 18 It's just simply a lack of utilization, and I do 19 want to bring to the attention of the board that 20 I think there is some sort of idea that there has 21 been some rampant employee problems. 22 I do want to bring to the board that we have 23 not lost a workers' compensation claim. We have 24 not had an EEOC complaint or a Jacksonville Human 25 Rights issue complaint brought under my tenure at</p>

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<p>1 all.</p> <p>2 So I just want to make sure that people are</p> <p>3 aware of that. I understand that there's this</p> <p>4 impression that these things are happening,</p> <p>5 but, to us, the numbers speak for themselves,</p> <p>6 as far as I'm concerned.</p> <p>7 We have these issues, and the only thing</p> <p>8 that -- maybe, you know, there might be rumors</p> <p>9 out there, but, when it comes down to the nuts</p> <p>10 and bolts, we really just don't have the</p> <p>11 complaints.</p> <p>12 We also haven't had a single grievance from</p> <p>13 the union that has risen to the level of</p> <p>14 arbitration either.</p> <p>15 Everything has been handled in-house.</p> <p>16 We haven't had an issue. I'm willing, you know,</p> <p>17 if anyone has a problem -- especially now with</p> <p>18 Julie here, we have been complete. We have</p> <p>19 anonymity procedures and all that.</p> <p>20 But, if the issue is that employees have</p> <p>21 issues, they must use our policies, because</p> <p>22 quite frankly they won't get whistleblower</p> <p>23 protection.</p> <p>24 Whistleblower protection under the law</p> <p>25 requires that you follow the procedural things,</p>	<p>1 it won't identify the email address it's coming</p> <p>2 from.</p> <p>3 But, on the other hand, too, if you want</p> <p>4 relief, you can't be anonymous. So it's a dual</p> <p>5 process.</p> <p>6 So we've had individuals in the past who</p> <p>7 wanted anonymity, but then I also can't report to</p> <p>8 you that, "Hey, this investigation has started."</p> <p>9 "Hey, this is the result the investigation."</p> <p>10 Because, if you're anonymous, I can't just</p> <p>11 throw that out into the universe that So-and-so --</p> <p>12 because it works both ways.</p> <p>13 A complaint is a complaint. Whether or not</p> <p>14 it's truthful, that will be up to -- you know,</p> <p>15 Ms. Julie will have to look into that matter.</p> <p>16 Sometimes we get complaints, and they don't</p> <p>17 even rise to the level of what would be an</p> <p>18 investigation. I think that needs to be</p> <p>19 understood, too. Not all complaints rise to the</p> <p>20 level of investigation.</p> <p>21 You know, if someone hasn't violated</p> <p>22 a policy, a procedure, a rule, they could just</p> <p>23 have a personality conflict.</p> <p>24 Or they could have a suspicion of something,</p> <p>25 and then, when we look into it, it turns out those</p>
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<p>1 which are, first, report it to your supervisor.</p> <p>2 And, if your supervisor you feel</p> <p>3 uncomfortable with, then you go to the</p> <p>4 HR Director.</p> <p>5 And so I just wanted to lay that groundwork</p> <p>6 before we move forward, because I do want you</p> <p>7 guys to understand that there are policies.</p> <p>8 And it's not that we didn't have them.</p> <p>9 CHAIRWOMAN REYES: Thank you for that,</p> <p>10 Ms. Kort.</p> <p>11 A couple questions for you.</p> <p>12 So, number one, I know it talks about if you</p> <p>13 believe you've been subject to any type of</p> <p>14 discrimination or illegal -- or harassment to</p> <p>15 notify your supervisor.</p> <p>16 And I just want to be clear for the record,</p> <p>17 if the employee feels that it is the supervisor or</p> <p>18 the manager that is causing that, is the next</p> <p>19 proper step to contact Ms. St. Clair at Human</p> <p>20 Resources?</p> <p>21 MS. PARDE: Absolutely -- well, it would not</p> <p>22 be necessarily to contact Ms. St. Clair.</p> <p>23 They could do it anonymously, where they could</p> <p>24 send -- we have a complaints email, and it does</p> <p>25 not, according to our IT Department --</p>	<p>1 are not factual matters actually at issue.</p> <p>2 So that wouldn't rise to the level of</p> <p>3 investigation.</p> <p>4 And, also, under our policies, employees</p> <p>5 don't necessarily -- we're not going to give them</p> <p>6 the entire report. You know, they're an</p> <p>7 employee. They're not a citizen out there.</p> <p>8 Especially when it doesn't rise to the level</p> <p>9 of an actual violation of a policy or to a law.</p> <p>10 You know, a report would not be triggered either.</p> <p>11 But, yes. If you have a complaint and you</p> <p>12 don't feel comfortable with your supervisor,</p> <p>13 our policies -- there's several of them --</p> <p>14 they tell you that you can go to HR both</p> <p>15 anonymously, or, alternatively, you're more than</p> <p>16 welcome, if you have a complaint, to go to the</p> <p>17 Office of the Inspector General, to the</p> <p>18 Jacksonville Human Rights Commission.</p> <p>19 We have all those numbers and all of those</p> <p>20 contacts posted, not only around our building,</p> <p>21 but in our handbook, as well as Ms. Julie or any</p> <p>22 of our -- actually, any of our -- and I want to</p> <p>23 say that, too, it's not just Ms. Julie who gets</p> <p>24 these complaints.</p> <p>25 Complaints are fielded by Ms. Satonia quite</p>

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<p>1 frequently -- actually, "on a daily basis,"</p> <p>2 I would say. It's only when it rises to the level</p> <p>3 of, you know, some justification there. If there</p> <p>4 is a hint that there might be something there,</p> <p>5 then we would open an investigation -- Ms. Julie</p> <p>6 would.</p> <p>7 CHAIRWOMAN REYES: Okay. Thank you.</p> <p>8 And I did hear you say, right, that the</p> <p>9 employees are unaware of the procedures?</p> <p>10 So I know that, from Ms. St. Clair,</p> <p>11 you talked about onboarding. There's a lacking of</p> <p>12 onboarding as an agency for new employees.</p> <p>13 Are employees being -- is there like an</p> <p>14 extensive, comprehensive onboarding for the</p> <p>15 administration and policies of the agency?</p> <p>16 MS. ST. CLAIR: That's another</p> <p>17 recommendation. I think that we need to extend</p> <p>18 our onboarding three months, you know,</p> <p>19 four months, just to ensure that they are getting</p> <p>20 timely training. They know our policies above</p> <p>21 and beyond the first day.</p> <p>22 MS. PARDE: And, if I may, Ms. Julie and</p> <p>23 Ms. Dunn and I have discussed this. We know that</p> <p>24 there is a lot of room for improvement.</p> <p>25 That's exactly what we're going to do.</p>	<p>1 The reason I point that out is because</p> <p>2 I think that this is a problem that the employees</p> <p>3 are unaware. It's a management issue.</p> <p>4 So I love that Ms. St. Clair talked about</p> <p>5 accountability. So I'd like to hear managers and</p> <p>6 the supervisors take responsibility for, also,</p> <p>7 you know, training individuals and making sure</p> <p>8 that they're providing the information that the</p> <p>9 employees need so that they can feel safe and</p> <p>10 heard and, you know, know the protocols that</p> <p>11 they're supposed to know.</p> <p>12 Because the managers and the supervisors --</p> <p>13 that's what part of their function is, right?</p> <p>14 MS. PARDE: Through the Chair, we completely</p> <p>15 agree. Absolutely. You nailed it on the head,</p> <p>16 and that's where we realize there is an issue.</p> <p>17 And we need to address it immediately.</p> <p>18 CHAIRWOMAN REYES: Okay. Commissioner Brock.</p> <p>19 COMMISSIONER BROCK: Yes, Madam Chair.</p> <p>20 Through the Chair to Ms. Kort.</p> <p>21 I'm trying to -- I want to ask a question</p> <p>22 maybe to Ms. Evann, Madam Chair.</p> <p>23 CHAIRWOMAN REYES: Yes. That's okay</p> <p>24 COMMISSIONER BROCK: Correct me if I'm wrong,</p> <p>25 but did not, when we did these policies --</p>
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<p>1 We're absolutely on board with her,</p> <p>2 and we'll be working with IT to, you know,</p> <p>3 digitize this and make sure that it's not --</p> <p>4 we don't need a paper society. It's just a waste</p> <p>5 of resources, as far as I'm concerned, and time.</p> <p>6 But we'll also be working with improving the</p> <p>7 new hire orientation process, as well, so that</p> <p>8 these policies -- not only are they being given</p> <p>9 immediately there, but we'll be having follow-up.</p> <p>10 And then we'll be having follow-up with the</p> <p>11 employees that have been long-term.</p> <p>12 So it's going to be a three-step. It's not</p> <p>13 going to be just at new hire. It's going to be at</p> <p>14 new hire. Also, people forget, too. You know,</p> <p>15 if you're not subject to any harassment,</p> <p>16 you may have a new boss, and you may not be paying</p> <p>17 attention at that time. A year later, you may</p> <p>18 have a new boss, and that issue may arise.</p> <p>19 So we need to be doing that more on a --</p> <p>20 I'm not saying necessarily an annual basis,</p> <p>21 but maybe a biannual basis where these policies</p> <p>22 and procedures are run over. Because they're only</p> <p>23 important when they're important to you at that</p> <p>24 time.</p> <p>25 CHAIRWOMAN REYES: Right.</p>	<p>1 did not we host a meeting with the staff to go</p> <p>2 over the policies, the new policies that were</p> <p>3 approved?</p> <p>4 Did we not have that time?</p> <p>5 MS. MORRIS: I don't think we had a meeting</p> <p>6 and went over it, but we posted them under our</p> <p>7 employee portal. So they were available for</p> <p>8 people to see.</p> <p>9 COMMISSIONER BROCK: Okay. Well, this one</p> <p>10 might be not to you but maybe to Ms. Kort.</p> <p>11 CHAIRWOMAN REYES: Okay.</p> <p>12 COMMISSIONER BROCK: I believe that the</p> <p>13 staff, when they got the new policy book or</p> <p>14 handbook or Employee Handbook -- the new one --</p> <p>15 that employees had to sign off on those handbooks</p> <p>16 that they have reviewed that material that were</p> <p>17 given to them.</p> <p>18 I just wanted to find out, am I correct on</p> <p>19 that?</p> <p>20 MS. PARDE: Through the Chair, Commissioner</p> <p>21 Brock, you're absolutely correct. So, not only</p> <p>22 are the employees -- once we had the new</p> <p>23 handbooks, they did. They had to sign off that</p> <p>24 they had read. They understood it. If they had</p> <p>25 any questions, they would need to, obviously,</p>

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<p>1 address them with their managers or come to HR.</p> <p>2 And then, also, every new hire through the</p> <p>3 new hire orientation would also sign off on the</p> <p>4 policies, and they do have a time frame.</p> <p>5 But I do understand, though, that that's</p> <p>6 where I think the lapse is. I'm not suggesting --</p> <p>7 I think we can do a better job if we --</p> <p>8 just signing it isn't enough. I want to make sure</p> <p>9 they fully understand it, because that's the</p> <p>10 point.</p> <p>11 These are their rights, and, if we're doing a</p> <p>12 good job, as an employer, we need to make our</p> <p>13 employees feel safe, and they know how to go and</p> <p>14 get help when they feel as if they need it.</p> <p>15 And I do want to encourage that. I think</p> <p>16 that's what I have learned through all of this</p> <p>17 is that, not only -- it's incumbent on managers,</p> <p>18 but it's also incumbent on leadership and HR to</p> <p>19 make sure that ...</p> <p>20 You know, just because we say it,</p> <p>21 are we actually following through?</p> <p>22 And then polling these individuals.</p> <p>23 Do they understand?</p> <p>24 "Are you well aware of these policies?"</p> <p>25 Because things -- like we have new managers.</p>	<p>1 So we're having an agency all meeting on</p> <p>2 Tuesday, July the 30th. It will be all day.</p> <p>3 We're having a motivational speaker.</p> <p>4 We're actually working on the agenda as we speak.</p> <p>5 Reece doesn't know this yet, but he will be</p> <p>6 looking at the contract for the food, as well,</p> <p>7 shortly. But he did approve it.</p> <p>8 It will be held at the Prime Osborn Center,</p> <p>9 and Ms. Dunn has instituted that. And that's</p> <p>10 exactly what we're working on. We will be holding</p> <p>11 that by the end of next month.</p> <p>12 So that will be our opportunity. She will</p> <p>13 not only be addressing the employees, but that</p> <p>14 will be our opportunity for Ms. St. Clair to share</p> <p>15 any new Human Resource policies.</p> <p>16 As well as then I will bring forth any</p> <p>17 policies that the board has, you know, adopted or</p> <p>18 any missions or anything that the board would like</p> <p>19 to convey. That would come through me.</p> <p>20 Then Ms. Dunn will be just giving the overall</p> <p>21 state of the agency, as well as, what are our</p> <p>22 goals are for this year.</p> <p>23 And we do -- Mr. Alexander tried to institute</p> <p>24 this at the end of his tenure here. That was --</p> <p>25 the first time he held it was actually I believe</p>
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<p>1 We have new employees, and the dynamics of the</p> <p>2 company are constantly shifting. So I think</p> <p>3 that's where we can really do a better job.</p> <p>4 CHAIRWOMAN REYES: Okay. Commissioner</p> <p>5 Rogers.</p> <p>6 COMMISSIONER ROGERS: Real quick, through the</p> <p>7 Chair to Ms. Dunn or Ms. Kort, and maybe one of</p> <p>8 you-all can assist me with this. Because I don't</p> <p>9 know.</p> <p>10 As an agency, how often does the agency hold</p> <p>11 an agencywide meeting or training or get-together</p> <p>12 -- I'm not sure what you call it -- where the</p> <p>13 entire agency comes together, hear about what's</p> <p>14 happening in the agency, hearing directly from</p> <p>15 the CEO and senior staff, things of that nature?</p> <p>16 And then have breakout sessions, things of</p> <p>17 that nature, to go over new policies that have</p> <p>18 been implemented by this board.</p> <p>19 Does that take place?</p> <p>20 And, if so, when, and how often does that</p> <p>21 take place?</p> <p>22 MS. PARDE: Through the Chair to Commissioner</p> <p>23 Rogers, great question. That's why I'm smiling,</p> <p>24 because we actually had -- Reece just approved our</p> <p>25 contract.</p>	<p>1 ...</p> <p>2 What was it, January of --</p> <p>3 MS. DUNN: March of '23.</p> <p>4 MS. PARDE: -- March. So the HR had been</p> <p>5 responsible for putting it together. They know</p> <p>6 more than I do.</p> <p>7 So we did have that. It was in its infancy</p> <p>8 at that point, and, again, we have -- we would</p> <p>9 appreciate any feedback or suggestions.</p> <p>10 Because we would love to implement that.</p> <p>11 That's our goal, to try and move forward and make</p> <p>12 it a more culturally accessible and happy</p> <p>13 environment to work at.</p> <p>14 COMMISSIONER ROGERS: You said July the 31st?</p> <p>15 MS. PARDE: July the 30th. It's Tuesday</p> <p>16 July the 30th, Commissioner.</p> <p>17 And, if any of you would like to attend,</p> <p>18 please let me know, and I will just make sure</p> <p>19 I put the public notice out there so that you can</p> <p>20 speak freely. And it's a publicly noticed event.</p> <p>21 It will be at the Prime Osborn. I believe</p> <p>22 it's 1000 Water Street. It's on Water Street.</p> <p>23 I'm not sure of the exact address, but ...</p> <p>24 CHAIRWOMAN REYES: Okay. Thank you, Kort.</p> <p>25 Any other questions on that or discussion?</p>

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<p>1 COMMISSIONER ROGERS: I do have -- sorry. 2 Are we still on this? 3 CHAIRWOMAN REYES: Yes, Commissioner Rogers. 4 COMMISSIONER ROGERS: So my last question 5 would be -- it is highlighted. Anytime -- 6 because those who know me know I've got this 7 Tallahassee mindset sometime. So anytime I see 8 highlighted areas, I always take that to be new 9 language. Now that may not be new language. 10 So, if that's not new language ... 11 And then, on Page 17 of this, it's listed in 12 red. So I didn't know if that was new language, 13 or that's just the way it was highlighted. 14 MS. PARDE: Through the Chair, I just 15 highlighted them so you'd know which exact 16 policies. The red -- that would come from 17 actually OGC. They might have wanted to highlight 18 that particular language. 19 So, when we have a policy manual, we work in 20 tandem with them and Constangy, our outside labor 21 counsel, and that's what had happened. 22 This was prior to my coming here. So I do 23 want to make that clear. And so they had drafted 24 all these together, and then it would have had to 25 have been approved.</p>	<p>1 Either we referred a complaint to them, 2 or a complaint was received by an outside party. 3 And that is all under their confidentiality 4 rules. So we would not be allowed to be speaking 5 on that. They would tell us what we could and 6 could not speak as to. 7 As to our internal complaint system, 8 the only thing that would be an ongoing 9 investigation that the board would be privy to 10 would, obviously, be anything involving the CEO. 11 Because, as the employer of the CEO, you would 12 have the right to knowledge of this from the 13 get-go, as well as, you know, what's going on in 14 the process. 15 But then it does explicitly state -- 16 and this is just what the policy is. If we want 17 to change it, that would be in your purview. 18 You would have to give us direction. 19 But ongoing policies generally are not 20 subject to anyone being privy to, accept for the 21 HR Manager and any outside third party that the 22 HR Manager may or may not engage to assist with 23 that investigation. 24 Because, due to the confidentiality, 25 remember, if an employee makes a complaint,</p>
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<p>1 I think Commissioner Brock could speak more 2 on this, but it would have gone before the board. 3 And the Board would have had to have approved all 4 of the language that was in the policies. 5 COMMISSIONER BROCK: (nodded head 6 affirmatively) 7 COMMISSIONER ROGERS: All right. Thank you 8 so much. 9 CHAIRWOMAN REYES: Ms. Kort, was there 10 anything else you wanted to address on the ongoing 11 investigations, notification to the board or 12 recordkeeping sections? 13 And I think you touched on all of them, 14 but I'm just double-checking. 15 MS. PARDE: So the ongoing investigations -- 16 through the Chair, the ongoing investigations 17 -- I just wanted to make sure we know that is all 18 dealt with in the Policy 10.4 for workplace 19 investigations. 20 And the issue with ongoing investigations -- 21 now we also need to make sure we delineate between 22 the types of investigations. 23 We will have OIG investigations that we are 24 not a part of. We are just simply partners to 25 them.</p>	<p>1 that doesn't necessarily mean it's true, 2 and, not only that, they, themselves, may want 3 confidentiality. 4 Because we don't want retaliation, 5 and we also do not want that employee to feel -- 6 you know, not even retaliation, just to be 7 targeted as, "Hey, that's the person who 8 complained. That's the person who ratted 9 So-and-so out." 10 So that's why we have the confidentiality 11 throughout the ongoing investigations. 12 Generally, the only time that the board and others 13 would be aware is, once we have an investigative 14 report under that procedure, they would be aware 15 of -- it would go back to the complainant and then 16 as well as to whoever was the individual who the 17 complainant directed that complaint towards either 18 any discipline, termination or some sort of 19 training as a result of whatever the investigation 20 results yielded. 21 CHAIRWOMAN REYES: Okay. So, just to 22 confirm, the HR Manager will not be sharing any 23 information with any of the top executives at that 24 point? 25 MS. PARDE: No, not at that point.</p>

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<p>1 Now, again, if we had a harassment complaint 2 that rose to the level of liability, that is 3 where you-all would need to be very much made 4 aware of. 5 Because, if we have something that's going to 6 create liability against the agency, that would 7 definitely be something that needs to be notified 8 to you. 9 And we can work out the kinks some more, 10 but, again, I came in and had these policies. 11 But that is, in my personal experience -- 12 you know, I was just telling Commissioner 13 Weatherby, I've been practicing for 18 years in 14 Florida. 15 So that is always my concern, you know, 16 with immunity and with qualified immunity for 17 board members, you need to know exactly if it's 18 going to potentially put the agency in some sort 19 of financial issue -- either financial or 20 potentially some sort of ... 21 You know, "I had a Department of Labor 22 investigation, and it looks like we might be 23 pinged in the news." 24 That clearly needs to be brought to your 25 attention. Those are things that are not</p>	<p>1 Our Chair Horovitz appointed you (referred to 2 Commissioner Brock) as secretary, and then I 3 believe you volunteered as -- Commissioner Rogers 4 volunteered as her Vice-chair for the Governance 5 Committee. 6 Because that's all tied together, correct? 7 COMMISSIONER ROGERS: That's correct. 8 CHAIRWOMAN REYES: Yes. 9 COMMISSIONER BROCK: Madam Chair -- 10 CHAIRWOMAN REYES: Commissioner Brock. 11 COMMISSIONER BROCK: -- I need to bring to 12 your attention, since you brought that up, 13 that we have these policy books that were given 14 to us as commissioners. This book here 15 (indicated). 16 CHAIRWOMAN REYES: Correct. The bylaws. 17 COMMISSIONER BROCK: Yeah, our bylaws. 18 I want to know. I want to ask a question. 19 Is this a draft -- this book here 20 (indicated)? 21 COMMISSIONER ROGERS: I don't know. 22 CHAIRWOMAN REYES: So it says, "Amended and 23 Restated." 24 They must have been approved I mean before 25 our time.</p>
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<p>1 necessarily addressed in the employee complaint, 2 but we could possibly have a policy that you may 3 want to consider having us draft with OGC. 4 My big issue is, when it comes to ongoing 5 investigations, the board needs to be made aware 6 when it has a liability issue or even the 7 potential for a liability issue. 8 Because that would unfair to you not to know 9 exactly what was going on real time with what was 10 happening in life, because, again, that impacts 11 you and your professional life. 12 CHAIRWOMAN REYES: Any questions on that? 13 (no response) 14 CHAIRWOMAN REYES: All right. Thank you, 15 Kort, for that update. 16 So old business. I'm going to try to rush 17 through this, because we have just a few minutes 18 left. 19 So I'm going to start backwards. 20 Minute and recordkeeping. I reviewed the 21 minutes from the last meeting. There was a lot of 22 back and forth. I think what we left off was that 23 we were going to elect, in the upcoming board 24 meeting, a secretary, which we did in the last 25 one.</p>	<p>1 MS. PARDE: Through the Chair, actually, 2 Ms. Sims is the one who would be better to speak 3 on that. That was before my time. Those are the 4 ones that I was given. 5 But, as board liaison and in her role, 6 she would have more historical knowledge as to 7 exactly what was going on. 8 MS. FITZGERALD: I -- 9 COMMISSIONER BROCK: Excuse me, Madam Chair. 10 MS. FITZGERALD: -- okay. 11 COMMISSIONER BROCK: Were you going to speak, 12 Ms. Sims? 13 MS. FITZGERALD: No, no. I mean I was going 14 to just address to the Chair what Ms. Kort was 15 saying. I was going to ask, because I did not see 16 what was given to the board. It was not 17 distributed to me. I didn't have a chance to see 18 what was distributed. 19 I have the original -- the last approved 20 board-approved bylaws in my records. So I don't 21 know what you received. 22 CHAIRWOMAN REYES: See, because I don't see a 23 date on these bylaws either. 24 MS. FITZGERALD: It should have been dated 25 June 21st, 2021.</p>

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<p>1 COMMISSIONER BROCK: June 21st, 2021. 2 MS. FITZGERALD: Yes. So it has eight pages 3 to it. It was not signed, but it was approved by 4 Lawsikia. And the board did vote on it. 5 COMMISSIONER BROCK: Exactly. 6 MS. PARDE: Through the Chair -- 7 MS. FITZGERALD: I don't know -- 8 MS. PARDE: -- I'll have her distribute those 9 to you then this afternoon so you have whatever 10 version is the correct one then. I want to ensure 11 that. 12 CHAIRWOMAN REYES: So, what version do we 13 have right now, Ms. Kort? 14 COMMISSIONER ROGERS: Yeah, yeah. 15 That's my question. 16 MS. PARDE: I don't understand. That is not 17 -- 18 COMMISSIONER ROGERS: What do we have before 19 us? 20 CHAIRWOMAN REYES: Okay. So here's the 21 concern, right? 22 This is why we keep having these 23 conversations. 24 Commissioner Brock. 25 COMMISSIONER BROCK: Exactly, I believe what</p>	<p>1 original bylaws. 2 CHAIRWOMAN REYES: -- so I would request a 3 copy of those original bylaws and the minutes from 4 the meeting where those bylaws were approved, 5 please. And you can email that to me directly. 6 MS. DUNN: Yes. 7 COMMISSIONER ROGERS: Can it go to all 8 members? 9 CHAIRWOMAN REYES: Commissioner Rogers. 10 COMMISSIONER ROGERS: Can it go to all 11 members? 12 CHAIRWOMAN REYES: Yes. 13 MS. DUNN: Absolutely. I'll make sure that 14 goes out today. 15 Thank you for bringing that to the attention 16 of everyone, Commissioner Brock. I appreciate 17 that. 18 COMMISSIONER BROCK: Yes. Because there is a 19 lot of articles in this book (indicated) that has 20 been added to, not just the secretary, but there 21 is other articles in here that has been added to 22 that was not in the original bylaws. 23 CHAIRWOMAN REYES: Thank you, Commissioner 24 Brock. 25 COMMISSIONER ROGERS: So, just for</p>
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<p>1 you was fixing to say. Because this can possibly 2 be -- this could possibly be a charge put on this, 3 because this is not our bylaws. This not what the 4 board approved. This is not our bylaws. 5 There is documents in here that has been 6 changed on these bylaws and was not approved by 7 the board, and all of you was issued this 8 (indicated). 9 This (indicated) is the board's bylaws that 10 the board approved that is dated June the 21st, 11 2021, and we have a total of, as Ms. Sims said, 12 eight pages. 13 And we went over them. I was on this 14 committee for this. That's why I knew, 15 when I seen -- when you referred to the secretary 16 being the Chair of the Governance -- I was not 17 aware of that, because that was not what was in 18 the original bylaws. 19 But, when you said it was in the bylaws, 20 that's what made me go pull my bylaws to find out 21 was it in there. 22 No. It was not there. It was added in these 23 bylaws (indicated). 24 CHAIRWOMAN REYES: Okay. So I -- 25 COMMISSIONER BROCK: It was not in the</p>	<p>1 clarification, I just want it on the record so 2 that I'm clear leaving out of here. I don't 3 want to speak for other commissioners. 4 So what we was presented with -- I can't 5 remember which meeting that was, because -- 6 COMMISSIONER BROCK: That was -- excuse me. 7 Madam Chair, if I could help Commissioner Rogers, 8 they was presented to us in the finance meeting 9 -- 10 COMMISSIONER ROGERS: -- finance meeting -- 11 COMMISSIONER BROCK: -- on June 14th, 2024. 12 COMMISSIONER ROGERS: -- correct. 13 So, through the Chair to staff, are those 14 drafts that we were given, or is this a draft copy 15 that we were actually -- 16 MS. PARDE: Through the Chair, I've never 17 made any changes to anything. So that -- I do not 18 understand how that happened. I really don't. 19 It must have just been given to me at some 20 point, but I have never attempted to touch any of 21 those. I've never made any changes to the 22 bylaws. I never would. 23 So I don't know where the confusion came in 24 or how that even got into my possession. 25 That I cannot -- I don't know why it was wrong.</p>

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Page 65	<p>1 I really don't.</p> <p>2 All I've ever done is been given copies of</p> <p>3 the bylaws. So I don't know. I'm just as</p> <p>4 confused as you are.</p> <p>5 But I've never attempted to draft --</p> <p>6 I just want to make that very clear.</p> <p>7 This is not my work product. I had no intention</p> <p>8 of that.</p> <p>9 Honestly, I don't know where the discrepancy</p> <p>10 comes from. So I will work with Ms. Linda to</p> <p>11 figure out what happened exactly. I don't know.</p> <p>12 To me, that's -- that's --</p> <p>13 CHAIRWOMAN REYES: Okay. Commissioner Brock,</p> <p>14 and then we do have to move on.</p> <p>15 COMMISSIONER BROCK: Well, Madam Chair,</p> <p>16 I understand we have to move on, but we should</p> <p>17 always make sure that we get the facts.</p> <p>18 CHAIRWOMAN REYES: Absolutely.</p> <p>19 COMMISSIONER BROCK: Ms. Sims -- Madam Chair</p> <p>20 to Ms. Sims, do you recall giving Ms. Kort a copy</p> <p>21 of the board's bylaws?</p> <p>22 MS. FITZGERALD: Yes.</p> <p>23 COMMISSIONER BROCK: Did you give her these</p> <p>24 bylaws that's dated June 21st, '21?</p> <p>25 MS. FITZGERALD: Yes.</p>	Page 67	<p>1 MS. TEODORESCU: We worked with outside</p> <p>2 counsel, and we have a job description.</p> <p>3 And I believe JHA is in receipt of that document.</p> <p>4 CHAIRWOMAN REYES: Okay.</p> <p>5 MS. PARDE: Through the Chair, that is</p> <p>6 correct. Yes, we did, and I was actually going to</p> <p>7 schedule a meeting with Ms. Sims to go over</p> <p>8 her new job description. That's exactly what's</p> <p>9 going on.</p> <p>10 CHAIRWOMAN REYES: Okay. So, just to wrap up</p> <p>11 this minutes and recordkeeping because I don't</p> <p>12 want to keep addressing this anymore, I want to</p> <p>13 close this loop.</p> <p>14 We have a board secretary. We have a job</p> <p>15 description that outlines the board liaison role,</p> <p>16 which Ms. Sims will be taking care of,</p> <p>17 and so she'll be the one communicating with the</p> <p>18 board for minutes and all of that stuff in the</p> <p>19 future; is that correct?</p> <p>20 MS. DUNN: Yes, ma'am.</p> <p>21 CHAIRWOMAN REYES: And then we get to keep</p> <p>22 Ms. Carol for the minutes keeping of that and</p> <p>23 to provide that to Ms. Linda and round and round</p> <p>24 we go.</p> <p>25 Wonderful. So we can close this loop</p>
Page 66	<p>1 COMMISSIONER BROCK: Thank you.</p> <p>2 CHAIRWOMAN REYES: So, again, we're</p> <p>3 requesting copies of all that, the minutes of that</p> <p>4 meeting, just so we can review it, because we were</p> <p>5 not there.</p> <p>6 So I want to make sure I'm not making any,</p> <p>7 you know, comments or assumptions, but we do</p> <p>8 appreciate Commissioner Brock bringing to that</p> <p>9 to our attention.</p> <p>10 So all this was stemmed from the conversation</p> <p>11 that we had that we were able to -- the Chair,</p> <p>12 Commissioner Horovitz, was able to appoint you as</p> <p>13 the secretary in the last board meeting.</p> <p>14 And, in the HR meeting last time,</p> <p>15 we had talked about the board liaison role.</p> <p>16 So we've distinguished, "secretary," from,</p> <p>17 "liaison."</p> <p>18 And what I last saw on the minutes was that</p> <p>19 OGC was working on a job description with</p> <p>20 Ms. Linda at that point.</p> <p>21 So, is there an update on that, Adina,</p> <p>22 on the board's liaison job description?</p> <p>23 MS. TEODORESCU: I believe Kort has the job</p> <p>24 description.</p> <p>25 MS. PARDE: (nodded head affirmatively)</p>	Page 68	<p>1 forever.</p> <p>2 MS. DUNN: We can take this off the agenda.</p> <p>3 (People laughed.)</p> <p>4 CHAIRWOMAN REYES: Tuition reimbursement --</p> <p>5 I can see that you provided just an update on</p> <p>6 that.</p> <p>7 You have two different documents,</p> <p>8 the application form, which the new one is</p> <p>9 much more detailed, and it has the program</p> <p>10 information that does talk about the reimbursement</p> <p>11 plan, if they get terminated, don't finish,</p> <p>12 you know, right, anything happens within 12</p> <p>13 months, they are subject to providing compensation</p> <p>14 for that.</p> <p>15 MS. DUNN: Correct.</p> <p>16 CHAIRWOMAN REYES: Okay. Very good. I think</p> <p>17 that's what was missing in the last one, correct?</p> <p>18 MS. DUNN: Yes.</p> <p>19 CHAIRWOMAN REYES: Okay. And I did see it in</p> <p>20 the form, and it's a lot more clear for everyone.</p> <p>21 There is initial boxes and everything. So I'm</p> <p>22 satisfied with that.</p> <p>23 Any questions on that?</p> <p>24 COMMISSIONER ROGERS: Through the Chair,</p> <p>25 I won't belabor the point on this.</p>

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<p>1 With the tuition reimbursement, I have so 2 many questions. I thought this was a draft 3 because of the way it was sent to us. The email 4 said, "Draft." 5 But I'm assuming that this is actually the 6 language, or is this the draft? 7 In the email, it says, "Draft." 8 MS. PARDE: Through the Chair -- so I wanted 9 to make sure it's clear. That has not been 10 approved by you so far, the tuition reimbursement 11 policy. 12 The current one is current, and I wrote, 13 "Current," and the one that was revised has the 14 word, "Draft," on it. Because it is not in place 15 unless you approve it. 16 So it would require board approval if we want 17 to change the tuition policy. So that would have 18 to be brought up either at the next board meeting, 19 or, if you wanted to wait until -- you know, 20 until we got the entire handbook rewritten and put 21 it in that. But this is -- that's why it's a 22 draft, because it doesn't apply yet. 23 COMMISSIONER ROGERS: Okay. 24 CHAIRWOMAN REYES: Right. So we get to make 25 a recommendation at the next board meeting.</p>	<p>1 to me, as to how we enforce and move forward with 2 it. 3 CHAIRWOMAN REYES: Okay. 4 COMMISSIONER ROGERS: I'll give you an 5 example just real quick. 6 CHAIRWOMAN REYES: Sure. 7 COMMISSIONER ROGERS: When I read this, 8 "Employees are permitted to use tuition and 9 textbook reimbursement to take courses during work 10 hours with prior approval." 11 So the way I read that is, if I'm working my 12 9:00 to 5:00 and I need to take a course, 13 I can take that course while I'm working during 14 work hours. 15 COMMISSIONER BROCK: Uh-huh. 16 COMMISSIONER ROGERS: So, if my supervisor 17 were to come to me, and say, "What are you 18 doing?" 19 "Well, I'm taking my class online. 20 You can't penalize me." 21 That's the way I read that. 22 COMMISSIONER BROCK: Yeah, yeah. 23 CHAIRWOMAN REYES: So the management would 24 know that they were taking the course. 25 COMMISSIONER ROGERS: Correct.</p>
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<p>1 COMMISSIONER ROGERS: Perfect. Because I 2 have a list of recommendations, when I reviewed 3 this thing, because I had some questions on -- 4 on this. 5 But I will yield until the appropriate time, 6 Madam Chair, to bring all of those out, because I 7 have questions on that. 8 CHAIRWOMAN REYES: So, do we want to table 9 this then for the next ... 10 Do you have a lot of questions? 11 COMMISSIONER ROGERS: I do actually looking 12 at my -- looking at my notes. But I do understand 13 that we are pressed for time, but I do want to 14 make sure that this policy is clear. 15 CHAIRWOMAN REYES: Okay. 16 COMMISSIONER ROGERS: I reviewed this. 17 CHAIRWOMAN REYES: So we can table this for 18 the next HR meeting. 19 COMMISSIONER ROGERS: I wasn't clear on 20 certain things, and I think, if I was sitting in 21 the seat of an employee reading this, 22 if you denied me, I think I would go to an 23 attorney to ask for clarification based on the way 24 some of this is written to me. 25 It wasn't -- some of that was just not clear</p>	<p>1 "And, how often am I allowed to do that?" 2 "So, if my class is --" 3 MS. DUNN: There will be parameters set up at 4 the pre-approval stage in whether or not it will 5 be disruptive to the workday. 6 COMMISSIONER ROGERS: To me, that's just -- 7 MS. DUNN: But I do understand your concern. 8 What I would like, as a small favor is, 9 if you don't mind sending your questions, 10 so we could go ahead and start to review what 11 those concerns are. So that, to expedite it, 12 we can address that at the next board meeting 13 since this is going to be tabled. 14 COMMISSIONER ROGERS: Correct. 15 CHAIRWOMAN REYES: Yes. Let's table this 16 until the next HR meeting. I'd like to make sure 17 that either Reece or ... 18 Oh, this is Adina, right? 19 MS. PARDE: Through the Chair, Adina has been 20 working on this with us. 21 CHAIRWOMAN REYES: Right, right. 22 MS. KORT: I appreciate and will welcome 23 any questions, because, that's the point. 24 When you're trying to work through these things, 25 until you put them in practice, you don't know.</p>

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<p>1 So, absolutely.</p> <p>2 We would want to address anything,</p> <p>3 because that is the issue. One, we want to make</p> <p>4 it clear it is a bonus to our employees,</p> <p>5 but it also can't disrupt our business</p> <p>6 operations.</p> <p>7 Because, as you said, I would never have</p> <p>8 approved something like that. The only thing</p> <p>9 -- the reason I think it was in there is,</p> <p>10 prior, there was an issue where, if they had to</p> <p>11 take a test that was incumbent upon them,</p> <p>12 you know, maybe they could make up the work hours.</p> <p>13 But that clearly does not -- it's problematic.</p> <p>14 So I appreciate that.</p> <p>15 COMMISSIONER ROGERS: Yes. Thank you.</p> <p>16 I yield.</p> <p>17 CHAIRWOMAN REYES: Yes. So we'll table it,</p> <p>18 and Adina should very well be part of the</p> <p>19 conversation as she has already been involved in</p> <p>20 that, in the process.</p> <p>21 Any other questions on that?</p> <p>22 (no response)</p> <p>23 CHAIRWOMAN REYES: Thank you, Commissioner</p> <p>24 Rogers.</p> <p>25 All right. And, in the final old business</p>	<p>1 it was laid out. Because they did a really good</p> <p>2 job.</p> <p>3 CHAIRWOMAN REYES: I would like a copy of</p> <p>4 that, please.</p> <p>5 COMMISSIONER BROCK: Okay. Thank you.</p> <p>6 So, can I ask Ms. Linda Sims if you could</p> <p>7 make the board a copy of this, please?</p> <p>8 MS. FITZGERALD: Sure.</p> <p>9 COMMISSIONER BROCK: Thank you.</p> <p>10 COMMISSIONER ROGERS: And, just for</p> <p>11 clarification, through the Chair to Commissioner</p> <p>12 Brock, the last search was a national search,</p> <p>13 but still yielded an internal candidate.</p> <p>14 Is that what I understand?</p> <p>15 COMMISSIONER BROCK: Yes, sir, yes, sir.</p> <p>16 COMMISSIONER WEATHERBY: Through the Chair,</p> <p>17 that same thing happened at JEA. I wouldn't go</p> <p>18 into the details.</p> <p>19 CHAIRWOMAN REYES: Okay. So I believe that</p> <p>20 wraps up all of our old business.</p> <p>21 Any closing comments?</p> <p>22 (no response)</p> <p>23 CHAIRWOMAN REYES: All right. I will not --</p> <p>24 COMMISSIONER HOROVITZ: Hey.</p> <p>25 CHAIRWOMAN REYES: -- Commissioner Horovitz?</p>
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<p>1 discussion is the CEO discussion, but I'd like</p> <p>2 input. I think I'd like to table this until the</p> <p>3 next HR meeting given the fact that we already are</p> <p>4 having are RFEs coming in. We're already getting</p> <p>5 some interest in the position. We're making</p> <p>6 headway. We're, hopefully, going to have</p> <p>7 something by the 19th of July regarding these</p> <p>8 packages.</p> <p>9 So, based on the last conversation that we</p> <p>10 had in the board meeting, you know, I'm open to</p> <p>11 feedback, but I think we should table this for the</p> <p>12 next HR meeting.</p> <p>13 Commissioner Brock.</p> <p>14 COMMISSIONER BROCK: Madam Chair, I brought</p> <p>15 with me this morning our last CEO search binder,</p> <p>16 and I didn't know, with your permission or the</p> <p>17 board, if y'all would like a copy so y'all could</p> <p>18 just see how -- it was Ms. Hart that put this</p> <p>19 together, along with the person that was the</p> <p>20 board, at that time, secretary, Ms. Brown,</p> <p>21 that put this binder together.</p> <p>22 And I think they did a very excellent job</p> <p>23 with putting it together, and I just didn't know</p> <p>24 if y'all would like to look at when we did the</p> <p>25 last national search for CEO and how, you know,</p>	<p>1 (People laughed.)</p> <p>2 CHAIRWOMAN REYES: I'm sorry. I'm so used to</p> <p>3 your presence here.</p> <p>4 COMMISSIONER HOROVITZ: Oh, I'm sorry.</p> <p>5 You know, I feel so guilty, but you got to get out</p> <p>6 of town sometimes. And I'm sorry for not being</p> <p>7 there. I do miss all your faces.</p> <p>8 Just a question about rescheduling the board</p> <p>9 meeting, the June board meeting, and, if it's too</p> <p>10 complicated to do, I absolutely understand.</p> <p>11 I believe there was a board member</p> <p>12 (inaudible).</p> <p>13 COURT REPORTER: I can't hear her now.</p> <p>14 COMMISSIONER HOROBITZ: I think it would be</p> <p>15 nice to move the meeting to accommodate that new</p> <p>16 board member. First, I believe there are two</p> <p>17 board members who were not available.</p> <p>18 CHAIRWOMAN REYES: Commissioner Horovitz,</p> <p>19 I'm so sorry.</p> <p>20 Maybe can you speak a little bit closer to</p> <p>21 microphone to the phone and just a little bit</p> <p>22 slower, because it keeps cutting out?</p> <p>23 COMMISSIONER HOROVITZ: Sorry. Okay.</p> <p>24 I'll just talk very slowly.</p> <p>25 Is it possible to reschedule the board</p>

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<p>1 meeting, the June board meeting? 2 I believe no one (inaudible), and, 3 if it's too complicated, we'll just keep it for 4 this coming Monday. (inaudible) desire to shift 5 it a week to accommodate the potential (inaudible) 6 -- 7 COURT REPORTER: I can't hear. 8 CHAIRWOMAN REYES: To accommodate for the 9 potential new candidate. She wants to accommodate 10 the board meeting. 11 COMMISSIONER BROCK: Is that what she said? 12 COMMISSIONER HOROVITZ: Yes. Sorry. 13 We had a board member approved (inaudible) 14 this past (inaudible) this coming week. 15 We have a new board member that could start next 16 week, which is why we are thinking about moving 17 this coming Monday's board meeting (inaudible). 18 So, if we can't do that, then we'll keep the 19 Monday board meeting. 20 CHAIRWOMAN REYES: I would agree, 21 Commissioner Horovitz. I'm not going to be here 22 on the 24th. I'm going to be in my ten-year 23 office celebration. So I will not be here. 24 And I do think it would be prudent to move it 25 so that we can have the new board member kind of</p>	<p>1 COMMISSIONER BROCK: I didn't bring my 2 calendar in. I just know that -- I get them dates 3 stuck in my mind -- different dates that I have. 4 I need to look at it to see. I'm sorry. 5 COMMISSIONER WEATHERBY: I'm not available on 6 the 1st anyway. I'm flying back in from out of 7 town late in the day. 8 COMMISSIONER HOROVITZ: Okay. 9 CHAIRWOMAN REYES: So, yeah. I think Kort 10 says she's going to go back to the drawing board. 11 COMMISSIONER HOROVITZ: Commissioner Reyes, 12 you're saying you are not available on the 24th. 13 CHAIRWOMAN REYES: I'm not. I will not. 14 MS. DUNN: And I would just like to offer 15 that there is a time-sensitive matter that needs 16 to be voted on, as far as the signatures for the 17 Seacoast Bank account that's on the agenda. 18 So it would be very helpful if this was not 19 delayed into July. 20 CHAIRWOMAN REYES: So I think it would just 21 make sense for you guys to meet, and I'll just 22 catch the minutes. 23 COMMISSIONER HOROVITZ: Okay. Thank you. 24 COMMISSIONER ROGERS: On the 24th? 25 COMMISSIONER BROCK: Yes, sir.</p>
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<p>1 get updated since the CEO stuff is coming up. 2 So July 1st I think is what was offered. 3 COMMISSIONER ROGERS: I thought it was the 4 28th. 5 COMMISSIONER HOROVITZ: I believe there were 6 conflicts, through the Chair. 7 CHAIRWOMAN REYES: Commissioner Brock. 8 COMMISSIONER BROCK: No. To Madam Chair and 9 to our Board Chair, no, and, to Commissioner 10 Rogers, the 28th meeting is our Resident Relations 11 Meeting. 12 But I had already blocked out for June for 13 our regular board meeting, and so I always block 14 my schedule so that I would be able to be to the 15 meetings. 16 I already had a prior appointment for 17 July the 1st, which is a doctor. So I'm not going 18 to be able to do July 1st. 19 So I would have liked to see our board 20 meeting stay at June 24th, which is our scheduled 21 board meeting. 22 COMMISSIONER HOROVITZ: Sure. 23 Commissioner Brock, through the Chair, 24 is your appointment in the morning or in the 25 afternoon?</p>	<p>1 COURT REPORTER: So Monday is still on? 2 MS. DUNN: Yeah. 3 COMMISSIONER BROCK: We don't know yet. 4 CHAIRWOMAN REYES: I'll just catch the 5 minutes. 6 COMMISSIONER ROGERS: Yeah. I'm fine with 7 the meeting, because it's on my calendar for the 8 24th. So -- 9 COMMISSIONER BROCK: Right. Okay. 10 COMMISSIONER ROGERS: -- but I will yield to 11 the will of the board, of course. 12 CHAIRWOMAN REYES: All right. So I think 13 that concludes our meeting. 14 Thank you, everyone, for your time. 15 I appreciate the dialogue and the engagement. 16 Oh, Commissioner Brock. 17 COMMISSIONER BROCK: So, Madam Chair, 18 can you ask the Chair, is it set that we're going 19 to do it the 24th? 20 Because Commissioner Rogers -- he has it on 21 his calendar for the 24th. Commissioner Weatherby 22 and myself can't be here for the 1st of July. 23 So, is it okay if we do it still on the 24th? 24 CHAIRWOMAN REYES: Commissioner Horovitz? 25 COMMISSIONER HOROVITZ: I'm sorry. I was on</p>

1 mute. I want to think about it for a second,
2 but I don't want to take the time right now.
3 I didn't realize she going to be off, as well.
4 COMMISSIONER BROCK: I can't hear.
5 COMMISSIONER HOROVITZ: So, if you send me an
6 email for another time, don't be surprised by
7 that, but, if you don't, then we'll keep it the
8 24th.
9 CHAIRWOMAN REYES: So we're going to just
10 keep it on your calendar for the 24th until
11 further notice.
12 MS. DUNN: Okay.
13 CHAIRWOMAN REYES: Thank you.
14 COMMISSIONER BROCK: Okay.
15 CHAIRWOMAN REYES: Everyone have a great
16 weekend. I'll see you guys in two weeks.
17 (Whereupon, the proceedings in the
18 above-titled cause concluded at 10:19 a.m.)

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1 C E R T I F I C A T E
2 STATE OF FLORIDA)
3 COUNTY OF DUVAL)
4 I, Carol DeBee Martin, Certified Court
5 Reporter and Notary Public, certify that I was
6 authorized to and did stenographically report
7 to the best of my ability the foregoing proceedings
8 and that the transcript is a true and complete record
9 of my stenographic notes.
10 Dated this 5th day of July, 2024.

Carol DeBee Martin

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12
13 _____
14 Carol DeBee Martin
15 Notary Public State of Florida
16 My Commission: HH 038064
17 Expires: 12-29-2024
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