

Human Resource Committee Meeting Agenda
Quorum = 3 (50%) (Total Committee Members = 5)
Tuesday, September 15 2020
8:00 a.m. – 9:15 a.m.
ZOOM Virtual Meeting Room

Be the Driving Force to meet our roles and responsibilities as a committee by:

- *Recommending personnel strategies*
- *Ensuring labor level compliance*
- *Providing guidelines for HR policy strategies*

I. Call to Order & Chair Comments – Karen McDonald

- A. Welcome
- B. HR Committee Meeting Time

II. President's Report

III. Approval of Minutes *

- A. May 13, 2020 – Open Session

IV. Policies (*Providing Guidelines for HR Policy Strategies*) *

- A. HR 413 – Shared Leave Program (revised, effective July 1, 2020)

V. Closed Session*

VI. Information ^Δ

Human Resources Updates

- 1. Personnel Updates
 - a. Open Positions – Visual Communications Designer, HSB Specialist, PT Information Assistant
 - b. Performance Review Conversations

*Needs Action
^Δ Information Only

Upcoming Committee Meetings

MEETING	MEETING DATE	MEETING TIME
CCR&R	September 17, 2020	9:30 am – 10:30 am
Facilities & Tenant	September 21, 2020	11:30 am – 1:30 pm
Board of Directors / NC Pre-K	September 24, 2020	12:00 pm – 2:00 pm
PED	October 1, 2020	2:00 pm – 4:00 pm
Planning and Evaluation	October 13, 2020	11:30 am – 1:00 pm
Facilities & Tenant	October 19, 2020	9:00 am – 10:00 am
Finance	October 20, 2020	9:00 am – 11:00 am
Executive	October 29, 2020	3:00 pm – 5:00 pm
CCR&R	November 12, 2020	9:30 am – 10:30 am
Facility & Tenant	November 16, 2020	11:30 am – 1:30 pm
Human Resources	November 17, 2020	8:00 am – 9:15 am

Upcoming Events/Volunteer Opportunities

EVENT	DATE	LOCATION	CONTACT
Flu Shot Clinic	12-3p, October 6	PFC	aramos@ccpfc.org

Holiday Schedule

HOLIDAY	DATE CLOSED
Veterans Day	November 11, 2020
Thanksgiving	November 25-27, 2020