



Human Resource Committee Meeting Minutes

CareerSource Tampa Bay
Nov 9, 2023 at 8:00 AM EST

Committee Member Attendance

Present:

Members: Gary Hartfield (remote), Benjamin Hom (remote), Sophia West (remote)

Staff Attendance

Present:

Members: Sheila Doyle (remote), Lisa Lannizoto (remote), Dolores Martinez (remote), John Flanagan (remote), Barry Martin (remote), Tammy Stahlgren (remote)

Guests: Anne Marie Grabetz (remote), Diana Neelman (remote), Craig Urquhart (remote)

I. Call to order, Welcome, and Roll Call (Presenters: Benjamin Hom)

Chair, Ben Hom called the meeting to order at 8:00 a.m. There was a quorum present.

II. Public Comments (Presenters: Benjamin Hom)

There were none.

III. Action Items

A. Health Plan Renewal Process for 2024

Barry Martin provided a breakdown of the health plan renewal rates for 2024, including the negotiations with Cigna and the decision to stay with the current plan. He also discussed the history of the plan and the committee's efforts to ensure the best plan for employees. The committee also discussed dental and vision plan rates, as well as other products with no rate increases.

Motion:

Motion to move forward with the health care plan offerings, the rate premiums and the funding levels for the 2024 Plan and Pricing as recommended by staff.

Motion moved by Benjamin Hom and motion seconded by Sophia West. Motion carried.

B. Next steps moving forward with the health plan renewal. (Presenters: Barry Martin)

Barry Martin confirmed that the recommendation will be put forward for the board meeting next week, and that the team has already been working on uploading rates and tentatively scheduling open enrollment information sessions for employees.

IV. Discussion Items

A. 2024 CSTB Compensation Analysis Process and Results, - Diana Neelman, Senior Director, Compensation Resources

The compensation study was conducted by Compensation Resources, and Diana Neelman presented the findings to the meeting attendees. The study aimed to assess the current competitive market for pay for the organization's positions and define tools for the assessment. The methodology overview and market pricing process were discussed, along with the updated salary ranges and the position in range analysis.

Action Items:

- Barry Martin will update and finalize the salary ranges and structure movement factor.
- Review internal positions and assign grades based on market data and plot all employees within the wage bands to determine adjustments needed.
- A comparison of the old and new wage bands will be sent to the HR committee.
- Barry Martin will prepare for future actions and considerations related to consolidation with Pinellas County.

V. Adjournment

The meeting adjourned at 8:36 a.m. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.