



# CareerSource Hillsborough Pinellas Compensation Committee Minutes

CareerSource Hillsborough Pinellas

Thursday, September 12, 2024 at 9:30 AM EDT

@ Hybrid / 4350 W. Cypress Street, Suite 875, Tampa FL 33607

## **Attendance**

### **Present:**

Members: Sean Butler, Barclay Harless, Nikisha Lezema (remote), Scott Thomas (remote), Sophia West (remote), Gary Hartfield (remote), Robert Blount, III (remote)

### **Others In Attendance**

Cindy Buttrill, Sheila Doyle, Leah Geis (remote), Ken Jones (remote), Barry Martin, Dolores Martinez, Steve Meier, Anna Munro, Scott Newsom (remote), Tammy Stahlgren, Jonathan Wolf (remote)

#### I. Call to Order, Roll Call, and Welcome (Presenters: Barclay Harless)

Chair, Barclay Harless called the meeting to order at 9:30 a.m. There was a quorum present.

#### II. Public Comments (Presenters: Barclay Harless)

There were none.

#### III. Health Benefit Structure

M.E. Wilson, a benefits analysis company engaged by CSHP to review the two current plans and make a recommendation to the committee. Cindy Buttrill, from M.E. Wilson shared the CareerSource Hillsborough Pinellas Benefits Analysis with the committee. She briefly highlighted the two different plan structures. The committee engaged in conversations around the pros and cons of each plan.

### **Motion:**

To accept the recommendations of ME Wilson Health Benefit Analysis subject to the following changes (1) removal of the \$1,200 annual employer contribution to the Health Savings Account (HSA) and providing management the flexibility in determining the HSA contribution strategy and annual amount and (2) provide management the flexibility in the selection of an alternative solution to Telehealth on Medical Plans.

Motion moved by Scott Thomas and motion seconded by Gary Hartfield. Motion carried.

#### IV. Discussion Items

A. Co-Interim CEO's Salary

**Motion:**

To approve an allowable separate amount for each Co-Interim CEO, which will not impact their base pay, where the separate amount includes (1) additional pay, where the additional pay plus the individual's base pay totals \$200,000 per calendar year and (2) related benefits associated with the additional pay, retroactive to July 1, 2024, through 60 days after a new CEO is formerly hired and signs a contract.

Motion moved by Scott Thomas and motion seconded by Nikisha Lezema.  
Motion carried. Gary Hartfield stated for the record, that he felt that Sheila Doyle's compensation doesn't accurately reflect the dual roles she is performing.

The following Discussion Ensued

Sheila Doyle's compensation will be discussed at the next meeting, focusing on her increased duties as CFO of the combined organizations. Her job description and role as CFO will also be reviewed. Barry Martin has been assigned to prepare a market study for Sheila Doyle's role.

V. Adjournment

The meeting was adjourned at 11:15 a.m.

Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.