

Florida Developmental Disabilities Council, Inc.

Executive Committee Report

The meeting agenda was unanimously adopted. The March minutes were unanimously approved.

The meeting was closed to all FDDC staff to allow the Executive Committee to discuss personnel matters related to all personnel. The purpose was to have the opportunity to discuss a report issued by Danielle Towery, the Council's external human resource representative from James Moore HR Solutions regarding salaries, compensation, and recommendations.

Danielle Towery was tasked with evaluating all the personnel activities conducted through the Council since 2017, which included the 2018 salary market analysis report, job descriptions, and conduct a re-evaluation of pay grades and salary ranges for all the positions within the FDDC. This was in preparation for hiring additional staff and sustaining staff within established pay grades, salary ranges and future budget constraints.

The Executive Committee unanimously agreed that a market analysis of the positions be conducted, since the last one conducted was in 2018. They asked Danielle Towery to obtain quotes for conducting a market analysis to share with the committee.

The Executive Committee voted unanimously to bonus any employee who is near or at the top of their salary range.

The Executive Committee voted unanimously to adopt the 2022 salary merit matrix for employee compensation based on annual performance evaluations.

The committee agreed that Danielle Towery should investigate hiring a consultant for team building and an executive coach for the Executive Director.

On May 16, 2024, the Council was notified that a civil rights lawsuit was filed by Vanda Jenkins, a former FDDC employee, against the Council alleging discrimination. This information was shared with the Council's insurance carrier on May 16, 2024, who will engage an attorney to represent the Council. Danielle Towery recommended that the insurance carrier's attorney advise the committee on next steps, and Danielle Towery will serve as the intermediary for the Executive Director and the Council.

Dennis Hart and Eddie Hall reported to the committee that each of them had received the same anonymous letter via mail issuing a complaint against the Executive Director stating that they had observed disrespectful behavior towards an individual with intellectual and developmental disability during this year's developmental disabilities awareness day. Danielle Towery advised the committee that unless the individual was willing to identify

themselves there was nothing that they could do other than share the letter with the Executive Director and discuss the situation.

The meeting was adjourned at 1:44 p.m.