

**Florida Developmental Disabilities Council, Inc.**

**Executive Committee Report**  
**Thursday September 19, 2024**

The meeting was called to order by Chair Hall, quorum was established, and the agenda was adopted.

Hall welcomed Danielle Towery, James Moore and Company HR Solutions who is the Council's paid external HR firm. She joined in person. Also, he welcomed Kerry Parsons and Lisa Fountain, attorney representatives through the Council's attorney firm Nabor, Giblin, and Nickerson. They joined via zoom.

Hall thanked the Executive Committee members for their due diligence in addressing employee complaints since the May 2024 Council meeting through the human resource process and independent investigations conducted by the FDDC attorneys. The resignation letters sent to the full Council on 9/3/24 and subsequently on 9/16/24 were recognized as part of employee complaints investigated independently through Nabor, Giblin and Nickerson. Danielle Towery reported that there was one final investigative report that will be completed by the end of the week. To date the reports issued by Nabor, Giblin and Nickerson indicated that there were no findings. Towery reported that she has either met with or has contacted complainants to meet with them to go over the final investigative reports.

Towery reported that the attorney handling the Vanda Jenkins lawsuit has filed a Motion for Summary Judgment. The hearing date is scheduled for December 2, 2024.

We unanimously adopted the addendum to Valerie's employment agreement for renewal and adjusted salary.

The Executive Committee voted on and unanimously adopted their June 24, 2024, minutes and their July 2, 2024, minutes. The July 26, 2024, closed session minutes which reviewed the independent investigation and outcome report completed by FDDC counsel regarding the Executive Director's complaint and the discussion and outcomes regarding the Executive

Director's performance evaluation was not voted on and needs to be voted on as part of this report. Dr. Hart made a motion to adopt the 7/26/24 minutes, Herrera seconded, and the motion passed.

The Executive and Finance committee members voted to unanimously adopt FDDC's 2025 budget. The line items of the administrative portion of the budget will be reviewed at the January 2025 Finance Committee meeting to reflect changes in outsourcing the financial and accounting functions for the organization.

It was reported that \$25,000 is still earmarked from program reserve dollars for special projects, based on the last finance committee minutes.

The committee addressed four priorities. They were staff coaching, competitive salary study, board development and revision of bylaws. The committee agreed to table all four priorities and to re-visit them at the Executive Committee meeting in January 2025. Danielle Towery was asked to update her proposal on the competitive salary study to include benefits.

The meeting was adjourned at 2:35 p.m.