**Personnel and Programs Committee Meeting Minutes**

**Monday, November 4, 2024**

**Call to Order**

Howard Heffelfinger, Chairperson of the Personnel and Programs Committee, called the meeting to order at 5:30 p.m. on Monday, November 4, 2024.

**Roll Call**

Members present: Howard Heffelfinger, Ted Klecker and Kim Pirie

Others present: Kristine Hodge, Superintendent; Melinda Draper, Senior Director of Compliance and Administrative Services; Amy Funk, Senior Director of Operations and Finance; Allison Walters, Director of Human Resources; Chase Waits, Director of Communications and Community Engagement; Mike Dancho, Director of Programs and Services; Adam Thacker, Director of Programs and Services; and Jennifer Bianchi, Executive Assistant

**Public Comments**

None.

**Approval of Minutes**

Kim Pirie moved to approve the minutes from the June 4, 2024 Personnel and Programs Committee meeting as presented. Ted Klecker seconded the motion. The motion carried.

**Action Items**

***Personnel***

* Rescind One (1) Compliance Specialist Position

Ted Klecker moved to recommend that the Board approve to rescind one (1) Compliance Specialist position. Kim Pirie seconded the motion. The motion carried.

* Rescind One (1) Developmental Specialist Position

Kim Pirie moved to recommend that the Board approve to rescind one (1) Developmental Specialist position. Ted Klecker seconded the motion. The motion carried.

* Rescind Senior Director of Programs and Services Position

Kim Pirie moved to recommend that the Board approve to rescind the Senior Director of Programs and Services position. Ted Klecker seconded the motion. The motion carried.

* 2025 Compensation Schedule

Ted Klecker moved to recommend that the Board approve the 2025 Compensation Schedule. Kim Pirie seconded the motion. The motion carried.

* All Employee Increase

Kim Pirie moved to recommend that the Board approve a salary increase of four percent for staff in the market zone, with the exception of staff who have reached the maximum, and an increase of five plus one percent for staff in the entry zone. Ted Klecker seconded the motion. The motion carried.

***Programs***

* Memorandum of Understanding Family and Children First Council

Ted Klecker moved to recommend that the Board approve the Memorandum of Understanding with Family and Children First Council. Kim Pirie seconded the motion. The motion carried.

* Core Team Contract ABC Therapies, Inc.

Kim Pirie moved to recommend that the Board approve the Core Team Contract with ABC Therapies, Inc. Ted Klecker seconded the motion. The motion carried.

* Core Team Contract Keller Speech Therapy, LLC

Ted Klecker moved to recommend that the Board approve the Core Team Contract with Keller Speech Therapy, LLC. Kim Pirie seconded the motion. The motion carried.

* Core Team Contract Petras Pediatric Rehab, LLC

Kim Pirie moved to recommend that the Board approve the Core Team Contract with Petras Pediatric Rehab, LLC. Ted Klecker seconded the motion. The motion carried.

* Core Team Contract Professional Speech Services, Inc.

Ted Klecker moved to recommend that the Board approve the Core Team Contract with Professional Speech Services, Inc. Kim Pirie seconded the motion. The motion carried.

* Core Team Contract Sensory Solutions, LLC

Kim Pirie moved to recommend that the Board approve the Core Team Contract with Sensory Solutions, LLC. Ted Klecker seconded the motion. The motion carried.

* Core Team Contract Something to Say, LLC

Kim Pirie moved to recommend that the Board approve the Core Team Contract with Something to Say, LLC. Ted Klecker seconded the motion. The motion carried.

* Revised Family Support Services Policy

Kim Pirie moved to recommend that the Board approve the revised Family Support Services policy. Ted Klecker seconded the motion. The motion carried.

**Adjournment**

Ted Klecker moved to adjourn the meeting. Howard Heffelfinger seconded the motion. The motion carried. The meeting adjourned at 5:58 p.m.

Respectfully submitted,

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Executive Assistant