

JEA WORKFORCE COMMITTEE MINUTES

June 4, 2014

The Workforce Committee of JEA met on Wednesday, June 4, 2014, in the 8th Floor Chair's Office, JEA Plaza Tower, 21 W. Church Street, Jacksonville, Florida.

Agenda Item I – Opening Considerations

- A. Call to Order – Committee Chair Strange Weatherby called the meeting to order at 11:30 AM with Member Ron Townsend in attendance. Board Member Wyman Winbush was present as an observer. Also present were Paul McElroy, Managing Director/CEO and Angie Hiers, Chief Human Resources Officer.

Comments from the Public: Mr. Carnell Oliver, 8527 Oak Leaf Road, Jacksonville, FL 32208, addressed the Committee regarding potential job opportunities.

- B. Adoption of Agenda – Upon **motion** by Mr. Townsend and second by Committee Chair Strange Weatherby, the agenda was unanimously approved.

Agenda Item II – New Business

- A. Review and Approval of the Workforce Committee Charter – Upon **motion** by Mr. Townsend and second by Committee Chair Strange Weatherby, the Committee unanimously approved the Workforce Committee Charter.
- B. Workforce Planning – Update
 - 1. Individual Development Plans (IDPs) – Mrs. Hiers provided an overview of IDPs, which included the objectives, process, and timeline. An IDP is an employee driven personal development plan which consists of short and long range goals. An update on the progress of the IDP process will be provided at the next Workforce Committee Meeting.
- C. Workforce Requirements – Update
 - 1. Talent Reviews: Planning Calendar – Mrs. Hiers provided the Committee with a framework for the launch and execution of the talent review process. The talent review process will launch on July 1, 2014, and will conclude on December 31, 2014. An update on the progress of the Talent Review process will be provided at the next Workforce Committee Meeting.
- D. Compensation Policy
 - 1. Appointed – Draft Changes to Board Policy Manual – Mr. McElroy presented the proposed revision to the Compensation and Benefits policy, Section 2.7.3, in the JEA Board Policy Manual. Upon **motion** by Mr. Townsend and second by Committee Chair Strange Weatherby, the Committee unanimously approved recommending that the Board approve the revised Compensation and Benefits Policy, Section 2.7.3, of the JEA Board Policy Manual.
 - 2. Bargaining Units – Discussion – Mr. McElroy provided a brief overview on Bargaining Unit agreements.
- E. Employee Benefits
 - 1. Health – Update – Mrs. Hiers provided an overview of health insurance benefits and the upcoming premium free holiday for the month of July.

2. Safety and Wellness – Update – Mrs. Hiers provided an overview of the safety and wellness program, wellness awards recently presented to JEA, and wellness activities in which employees are currently participating.
3. Other – No additional topics were discussed.
4. Retirement – Mrs. Hiers discussed recent activity related to retirement plan benefits.

F. Bargaining Unit Negotiations

1. Current – Update – Mrs. Hiers provided an overview of Bargaining Unit agreements. As a result of feedback received through the employee survey focus groups, JEA is continuing to offer Labor Relations: Frequently Asked Questions, an overview open to all employees that will provide basic information regarding working in a unionized public sector environment.
2. Future – Discussion – The Committee held general discussions related to future Bargaining Unit agreements.

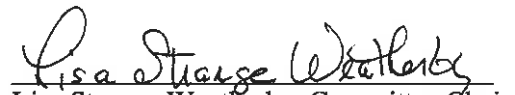
G. Other New Business – None

H. Announcements

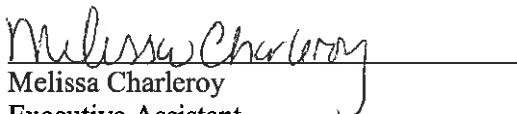
1. The next Workforce Committee Meeting will be held on July 31, 2014, at 11:30 AM.

- I. Adjournment – With no further business claiming the attention of this Committee, the meeting was declared adjourned at 1:00 PM.

APPROVED BY:


Lisa Strange Weatherby, Committee Chair
Date: 7/15/14

Submitted by:


Melissa Charleroy
Executive Assistant