

JEA WORKFORCE COMMITTEE MINUTES
January 13, 2015

The Workforce Committee of JEA met on Tuesday, January 13, 2015, in the 8th Floor Conference Room, JEA Plaza Tower, 21 W. Church Street, Jacksonville, Florida.

Agenda Item I – Opening Considerations

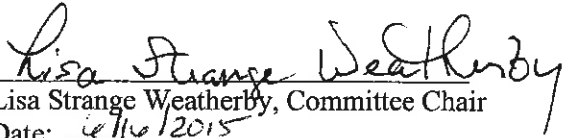
- A. Call to Order – Committee Chair Lisa Weatherby called the meeting to order at 11:30 AM with Member Ron Townsend in attendance. Board Member Wyman Winbush was present as an observer. Also present were Paul McElroy, Angie Hiers, Jane Upton, Gerri Boyce, Jody Brooks, Office of General Counsel, and Nate Monroe, Florida Times-Union.
- B. Adoption of Agenda – The Agenda was adopted on **motion** by Mr. Townsend.

Agenda Item II – New Business

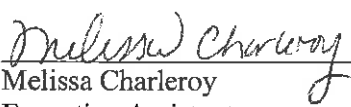
- A. Performance Based Compensation – Angie Hiers, Chief Human Resources Officer, provided the committee with an overview of the transition of the performance management system from Mindsolve to the Oracle Performance Management system. Ms. Hiers stated JEA was able to utilize inside expertise to transition systems and to provide timely training on performance based goals to meet deadline requirements. Ms. Hiers provided the Committee with a high level overview of the performance management process. Ms. Hiers reminded the Committee that this year, JEA will participate in a company and an individual performance compensation program. This item was received for information.
- B. Succession Planning – Angie Hiers, Chief Human Resources Officer – Prior to Ms. Hiers' presentation, Mr. Townsend expressed the need for retirement risk assessment. Ms. Hiers presented that JEA is reviewing the workforce demographics and analytics quarterly. This assessment includes stop gap succession planning for the Senior Leadership Team. Ms. Hiers distributed the Manager Assessment and Career Development forms and stated this process will become a standard procedure. The information obtained from these forms will be entered into the Oracle Performance Management system to allow JEA to conduct queries for employee certifications and specific talents, and will be utilized to develop employee training. Ms. Hiers stated these forms will also be sent to the bargaining units. This item was received for information.
- C. Diversity and Inclusion – Angie Hiers, Chief Human Resources Officer, provided the Committee with steps JEA is taking to create a diverse workforce. Pat Sams, Emerging Workforce Strategies Program Manager is currently working on workforce analytics and serving as a talent recruiter. The Committee also discussed military recruitment and the various placement tests required for recruitment. Ms. Hiers stated Nathaniel Glover, President Edward Waters College, will present at the Executive Leadership Team Strategy Session on January 22, 2015.
- D. Employee Satisfaction Initiative – Angie Hiers, Chief Human Resources Officer, presented that as part of JEA's strategic initiative to build an "Unbeatable Team" JEA employees completed the Employee Satisfaction Survey, Senior Leaders met with employees in the fall in Town Hall Meetings, and the next steps will be to address employee concerns. Ms. Hiers stated employees from across the organization will be formed into small groups to address employee satisfaction. Additionally, a third party facilitator will be utilized to keep this initiative on track with the goal of building champions within the organization. This item was received for information.

- E. 2016 Benefit Preparation – Angie Hiers, Chief Human Resources Officer, presented that JEA is currently reviewing the fiscal year 2016 benefits package. Ms. Hiers also reviewed recent changes in Florida law which will impact healthcare. Ms. Hiers reviewed the new retiree option which allows for a one-year grace period to allow retirees to select a non-JEA benefit plan, with the option to revert back to a JEA medical plan. JEA is currently offering education sessions to retirees. Ms. Hiers provided the Committee with a draft of the JEA Personal Total Compensation Statement and stated JEA employees will be receiving the statements soon.
- F. Announcements
1. Committee Members agreed to continue with quarterly meetings.
- G. Adjournment – With no further business claiming the attention of this Committee, the meeting was declared adjourned at 12:32 PM.

APPROVED BY:


Lisa Strange Weatherby, Committee Chair
Date: 1/16/2015

Submitted by:


Melissa Charleroy
Executive Assistant