

Executive Committee Meeting Minutes

Executive Committee Members Present:

Beth Brant, Private Sector - Gubernatorial Appointee, (Poly, Inc.)-Chair
Don Edwards, Private Sector - Renasant Bank, Vice-Chair
Shea Boykin, Private Sector - Okaloosa County Teachers Federal Credit Union - Secretary
Ray Sansom, Private Sector - Radar Group, Treasurer

Executive Committee Members Absent:

Michele Burns, CareerSource Okaloosa Walton

Board Members Present:

None

Coalition Staff Present:

Dana Crupi, CEO
Sondra Moffit, CFO
Deanna Hernandez, Executive Assistant

Public Present:

None

Quorum:

- I. Quorum established Call to order – Beth Brant, Chair
Beth Brant, Chair called the meeting to order at 11:00 am
- II. Agenda
 - a. Approval of Agenda

Motion Result: Motion to approve Agenda as presented- Unanimous

Motion – Don Edwards
Second – Ray Sansom

III. New Business

- a. Organizational chart

Dana goes over the changes in positions and how they would benefit the Coalition moving forward. Dana expands on the new positions added along with their roles. It is stated that the Receptionist position was phased out and was allocated to the Eligibility Specialist. The Employee that held the position transitioned into the Compliance position that was open. All changes will go into effect as of July 1, 2022. The CEO reserves the right to rename job titles and redistribute roles so long as no additional positions are added.

Motion Result: Motion to approve Organizational Chart as presented- Unanimous

Motion – Ray Sansom
Second – Don Edwards

b. SR Rate increase

Sondra provides a spreadsheet with the data for Provider rate increases. She goes over the financial data provided by DEL and the proposed rates for each county along with some projections. Dana states this will allow the Coalition to pay out the maximum rates as shown on the spreadsheet Sondra provided. Sondra states that if approved, the rates will go into effect on June 1, 2022.

Motion Result: Motion to approve SR Rate increase as presented- Unanimous

Motion – Don Edwards
Second – Shea Boykin

c. Pay Grade Scale

i. Cola

ii. Performance Evaluation Increase

Dana presents the proposed budget of 3% pay increases for the staff based on their annual Performance Evaluation. The budget also includes a COLA adjustment of 3.5% maximum totaling a possible 6.5% increase, which is within the budget. After reaching out to other Coalitions for comparison and receiving several different avenues on how to achieve the increase, it was decided that the best way for our Coalition to proceed was to use the Performance evaluation as documentation to support the increase.

Motion Result: Motion to approve Pay Grade Scale as presented- Unanimous

Motion – Ray Sansom
Second – Don Edwards

d. Health Insurance

Dana starts off by reiterating that last year the board voted to cover the Health insurance premiums for employees only and the employee will incur the cost of coverage for their spouse/family. Sondra compares the different tiers of current HMO Healthcare with the newly proposed tiers. We are removing the HSA tier and replacing it with a PPO option stating that the employees choosing this option would have to pay a difference of approximately \$20. Sondra also goes over the rates for all other insurance options offered by ELC-EC which mostly stayed the same, any differences were nominal increases. It is confirmed that we are keeping the \$300 monthly stipend paid to employees opting out of ELC-EC Coverage due to having alternative Healthcare Insurance.



Location: Via Zoom
Date: 5.18.2022
Time: 11:00 a.m.
Board Approved: 6.17.22

Motion Result: Motion to approve Pay Grade Scale as presented- Unanimous

Motion – Ray Sansom

Second – Shea Boykin

IV. Adjournment

- a. Beth adjourned the meeting at 11:28 a.m.

Respectfully Submitted,
Deanna Hernandez
Executive Assistant