

ElderSource Board of Directors
Meeting of the
Personnel Committee
August 20, 2020 –1:00 PM
Zoom Conference Call
<https://us02web.zoom.us/j/87124450626>

MINUTES

Present:

Walette Stanford, Chair
Catherine Kelly
Jenny Higginbotham Barrett

Staff Present:

Linda Levin, Chief Executive Officer
Tameka G. Holly, Chief Operations Officer
Jessica Del Rio, Executive Administrative Assistant

Meeting Called to Order:

Chair, Walette Stanford, called the meeting to order at 2:05 PM. A quorum was present.

Compensation Study Bid Review

In advance of their meeting, the members of the Personnel Committee received copies of the Bid Comparison and three proposals via email.

Tameka reviewed the Bid Comparison with the Committee. Of the three bidders, ElderSource previously worked with DCSI to do our Affirmative Action Plan, and they have offered us a non-profit discount. Both Truipp and DCSI fit our budget, although DCSI came in lower..

We are looking to complete this study before the November Board meeting to present the results of the study. The three bidders have a reasonable timeline of 10-12 weeks for completion. Staff is recommending going with DCSI since they are a local company, they offered us a great price, and they are familiar with us and our non-profit market. The Committee members discussed the proposals and the staff recommendation.

Motion:

Catherine Kelly moved to accept DCSI to do our compensation study with the amendment to use eight area agencies for comparisons. Jenny seconded the motion. The motions passed without opposition.

Meeting adjourned at 2:35 PM

Ms. Jessica Del Rio, Executive Administrative Assistant, prepared the minutes.