

Human Relations (HR) Committee

Charter: To edit existing and create new documents to clarify the roles, responsibilities, processes and expectations of Employees as well as Directors, Board Officers, and Chairpersons to assist with job & performance consistency from one Board to the next.

The committee met via zoom on 1/27/22 – attending: Directors Isenhart, McDaniel, Grimes, Saylor and Members Karina Zedalis and Selina Davis. Selina asked to join the HR Committee. Not in attendance: Directors McCutchen and Cyphers

There was much discussion and many questions about why the Ad Hoc HR Committee was created, the goals for the committee and the kinds of documents we will be editing and creating. After questions were answered and more discussion the group came to a consensus and agreed on the Charter.

We discussed the list Director Isenhart started of documents needed for Employees, Directors, Board Officers, and Chairpersons of Committees. This list is just a starting point of what is needed.

The group agreed that Director Saylor and the Governance Committee will review the Employee Handbook one more time since Director Grimes' comments on the current version hadn't reached the committee. They will forward to the HR Committee so we can review.

Director Saylor also sent the charters for each of the committees.

Director Grimes agreed to work on the Evaluation process and documents. This will involve finding out what the current process is and what current documents are being used.

Director Isenhart will start on the Director "Orientation" document that will be used at the beginning of the new year in a team building event once new Directors are voted onto the Board.

Karina showed how we can share docs in the Google Drive so only certain people can view/edit but we need another lesson. This will allowed better collaboration for those people on the committee that aren't Directors.

The next meeting will scheduled for the week of Feb. 20 or 27.

ACTION for the Feb. BoD meeting – vote Selina onto the Committee