

**FINANCE COMMITTEE MINUTES  
TUESDAY, AUGUST 10, 2021 9:00 A.M.**

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**Present:** Committee Members: Chairperson, Aaron Banks; Vice-Chair, Ashby Foote; Angelique Lee, Brian Grizzell (via Teleconference), Vernon Hartley and Virgi Lindsay, Council President. Directors: Chokwe Antar Lumumba, Mayor, Dr. Safiya Omari, Chief of Staff; Shanekia Jordan, Clerk of Council, and Denise Fortner, Chief Deputy Clerk of Council.

**Absent:** Kenneth Stokes.

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The meeting was called to order by **Chairperson Aaron Banks**.

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**DISCUSSION:** Chairperson Banks recognized, **Chokwe Antar Lumumba, Mayor**, who introduced **Ison Harris, Director of Parks and Recreation**.

**Director Ison Harris** stated the following:

The department of Parks and Recreation currently has 90 employees. This year the department's theme is to "Change the Game" by being more proactive than reactive. Being proactive (creating or controlling situations) rather than being reactive (acting in response to a situation) will allow the department to better accomplish its mission. The mission of the Department of Parks and Recreation is to enhance the overall physical and recreational needs of the public by promoting the quality of life, reinforcing positive recreational programming through coaching, teaching, mentoring and preserving park lands.

- **Goals for FY 2021-2022**

- **Improve Parks**

- 1. Update playground equipment
    - 2. Improve Athletic facilities
    - 3. Install Entergy LED lights & live security cameras
    - 4. Work with Public Works to improve park roads & parking lots

- **Improve Aquatics**

- 1. Replace Pool – (Battlefield with splashpad)
    - 2. Install Entergy LED lights
    - 3. Begin pool maintenance

- **Ground Maintenance Improvements**

- 1. Increase staff/manpower on a seasonal basis
    - 2. Revise cutting rotation schedule to maximize manpower
    - 3. Improve equipment maintenance

- **Create more Fun**

- 1. Create City of Jackson, National Youth Sports Program (NYSP)

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2. Offer girl volleyball clinics
3. Install Entergy LED lights & live security cameras
4. Add more opportunities for the community to participate in our community centers

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**Chairperson Aaron Banks** recognized **Safiya Omari, Chief of Staff** who introduced **Adriane Dorsey-Kidd, Director of the Department of Human & Cultural Services.**

**Chairperson Aaron Banks** recognized **Adriane Dorsey-Kidd** stated the following:

The mission of the Department of Human & Cultural Services is to enhance the quality of life for the citizens of Jackson via cultural, social, educational and economic activities. The department is committed to education, exposure, opportunity, and service. The Department of Human & Cultural Services is funded by grants and the city's general fund.

**Chairperson Aaron Banks** recognized **Adriane Dorsey-Kidd John David Lewis, Deputy Director Department of Human & Cultural Services,** who gave a brief overview of the divisions of the department. The divisions include:

- Early Childhood
- ADA (American Disability Act)
- Jobs for Jacksonians
- Senior Services
- Family & Youth
- Smith Robertson Museum
- Thalia Mara Hall
- Municipal Art Gallery
- Mississippi Arts Center
- Planetarium

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The meeting was recessed at 11:57 to allow time for lunch.

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**Chairperson Aaron Banks** called the meeting back to order at 1:07 p.m.

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**Chairperson Aaron Banks** recognized **Jordan Hillard, Director of Planning & Development,** who gave a brief overview of the challenges, needs, and goals of the department for FY 2021 - 2022.

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- **Challenges and needs**
  - **Staffing gaps place burdens on existing staff**
    1. Building permitting has needs for additional inspectors in each position
    2. Community improvement also could utilize more equipped officers
  - **Civil Service Rules and Pay Scales that do not reflect current needs.**
    1. Increased flexibility for creating new positions and pay scale changes
    2. Providing paths for employees to see reward for service
  - **Sustainability of positions that required specific skills**
  - **Better technology reliability in computers, email, network, etc.**
- **Goals for FY 2021-2022**
  - **Improve Industrial Parks**
  - **Form Minority Sheltered Market in partnership with Rockefeller Foundation**
  - **Establish City of Jackson Film Office**
  - **Launch digital business licensing system**
  - **Work with County and Entergy to reinstate Business Retention Program**
  - **Complete the creation of the Metro West BID**

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**Note:** Council Member Hartley left the meeting.

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**Chairperson Banks** announced that the quorum was lost and the meeting would recess for 5 minutes.

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**Chairperson Banks** called the meeting back to order and introduced the Department of Personnel Management.

**Toya Martin, Interim Director Department of Personnel Management**, introduced her team , then gave an overview of the vision and mission of the department for FY 2021-2022.

**Interim Director Martin** stated the following:

The Department of Personnel Management is dedicated to fostering a climate of equal opportunity and fairness in all aspects of employment: benefits, discipline, hiring, promotion, training, and career advancement. This is done by cultivating motivated and effective employees to provide, superior public service for the people of the city of Jackson. And educating city employees and the public on the kinds of services available in the department. The mission of the department is to provide a comprehensive human resource program that is designed to help create a working environment built on collaboration, cooperation, competency, economic dignity and respect.

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- Functions
  - HR Administration
  - Recruitment
  - Employee Relations
  - Training and Development
  - Benefits Administration
  - Classification and Compensation
  - Compliance
  - Civil Service Administration
  - Records Management
- Priorities FY 2021-2022
  - Personnel Services
    1. Streamline, simplify and automate processes and procedures
    2. Enhance services and grow efficiency, effectiveness and strategic capability
    3. Provide updated uniform policies for the employees and continue the alignment of city policies with federal and state employment laws to ensure compliance
  - Training
    1. Develop a more comprehensive training website
    2. Increase team productivity
    3. Establish Train the Trainer program
  - Employee Relations
    1. Develop a corrective action plan for performance and discipline that can be used Citywide
    2. Continue to build upon the relationships and trust between employees and their supervisors, creating a more open empowered working environment.
  - Timekeeping
    1. Provide employees with procedures on the use of KRONOS
    2. Provide consequences for violating time-reporting rules
  - Benefits
    1. Continue to offer an innovative and competitive benefit package to City employees

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There being no further business to come before the committee, the meeting was adjourned at 3:25 p.m.