Smart Start of Forsyth County HR Committee Minutes Thursday, November 3rd 12:00 p.m. – 12:30 p.m.

Via ZOOM URL: https://us02web.zoom.us/j/86909454150

**Members Present**, (Human Resources Committee Chair) **Linda Jackson Barnes** (Board Secretary) Dr. **Sabrina Hinton**, (Vice Board Chair) **Tembila Covington**

**Members Absent:,** (Committee Member) **Tonya McDaniel,** (Committee Member) Theresa Stephens, **(**Committee Member) **Dorothy Pearce Brady (Monique),** (Board Chair) **Reginald McCaskill,** (Committee Member) **Brian Hart**

**Staff Present:** (CEO of Smart Start of Forsyth County) Louis Finney Jr., (Program Administrative Assistant) Tim Campbell

# (Human Resources Committee Chair) Linda Jackson Barnes called the meeting to order at 12:23 pm.

**Review and adopt the agenda**

A motion was made to review and adopt the agenda by (Board Secretary) Dr. Sabrina Hinton. The motion to review and adopt the agenda was seconded by (Vice Board Chair) Tembila Covington. All members present voted unanimously to adopt the agenda Motion carries.

# Intro of Visitors and opportunity for the public: Public Visitors: No Visitors

**Public Comment: No Public Comment**

**Review and adopt the minutes**

A motion was made to review and adopt the minutes by (Board Secretary) Dr. Sabrina Hinton. The motion to review and adopt the minutes was seconded by (Vice Board Chair) Tembila Covington. All members present voted unanimously to adopt the minutes. Motion carries.

**Committee Approval/Receipt:**

* **For Consent:**

1. September 1st, 2022 Committee Meeting Minutes – *attached*
2. Proposed Recognition of Indigenous People’s Day - *attached*
3. Updated Salary Schedule *-attached*

# For Action, Discussion & Engagement:

# The Human Resources Committee reviewed a proposal to recognize Indigenous People’s Day as an official paid holiday on the second Monday of each October, starting in 2023, as well as a proposal to recommend the attached updated salary schedule to the full board. A motion was made to approve both the proposed recognition of Indigenous People’s Day and the updated salary schedule by (Board Secretary) Dr. Sabrina Hinton. The motion was seconded by (Vice Board Chair) Tembila Covington. Both proposals were passed unanimously. Motion carries.

# Dr. Finney updated the Committee about Bambee, a new HR software platform that Smart Start of Forsyth County would be using as we headed into the new year. Bambee provides an electronic platform to manage all our electronic files, including disciplinary actions, policy signatures, etc. It also provides for the use of an HR specialist that staff can call to speak with about HR concerns.

# Adjourn

A motion to adjourn the meeting was made by (Vice Board Chair) Tembila Covington. The motion to adjourn was seconded by (Board Secretary) Dr. Sabrina Hinton. All members present voted unanimously to adjourn. Motion carries. The meeting adjourned at 12:30 p.m.