

PEACE, Inc.

EEO/Personnel Committee Minutes

March 6, 2025 (via teleconference)

MEMBERS ON CALL: Christopher Montgomery, Jason Wallace, Edward Perry

MEMBERS ABSENT: Pastor Phyllis Lee-Williams

STAFF PRESENT: Carolyn Brown, Mandy King, Jamie Colucci

CALL TO ORDER:

Mr. Wallace called the meeting to order at 4:45pm, noting that a quorum was participating.

APPROVAL OF MINUTES:

A motion to approve the minutes of the February committee meeting was made by Mr. Montgomery, seconded by Mr. Wallace and approved unanimously.

NEW BUSINESS:

Ms. King reported that protocols are being distributed and posted at all agency sites for possible visits by ICE authorities.

Ms. King discussed the 401(k) plan transition from Mutual of America to Voya, noting that the transfer of assets was imminent.

Ms. Brown reported that the Head Start regional office advised a change of scope to align operations and staffing with lowered enrollment, noting that this would allow for a decrease in slots and positions while maintaining the current level of funding, which would facilitate pay increases.

APPLICANT POOL REPORT:

Mr. Colucci reviewed and discussed the summary of hires and vacancies for February.

OLD BUSINESS:

Ms. Brown reported that an email campaign requesting sponsorships for the May 21st Champions of Diversity fundraiser elicited a high number of responses.

Ms. Brown gave an update on outstanding fees that remain owed to the agency by Vera House.

Ms. King reported that an administrative hearing may be scheduled regarding Call-A-Bus driver recordkeeping violations, and that an attorney for the agency submitted a response to the DMV which has yet to be acknowledged.

ADJOURNMENT: The meeting adjourned at 5:05pm.

PEACE, INC.
MEMORANDUM

TO: Head Start Policy Council / EEO Personnel Committee
FROM: Human Resources Department
SUBJECT: Open Positions
DATE: March 3, 2025

The following is a list of all currently approved open positions within PEACE, Inc.:

Dietitian, Head Start / Early Head Start - Sumner

Family & Community Support Specialist, Head Start / Early Head Start - Sumner

Classroom Specialist, Head Start / Early Head Start - Merrick

Home Visitor, Head Start / Early Head Start - Genesee (3)

Family Worker, Head Start - SCSD Franklin & Cab Horse Commons

UPK Teacher, Head Start - Merrick

Teacher, Early Head Start - Merrick (2)

Teacher Aide, Head Start - Merrick

Teacher Aide, Early Head Start - Merrick

Teacher Aide, Head Start - Sumner

Teacher Aide, Early Head Start - Sumner

Floating Center Aide, Head Start - Merrick (2)

Data Quality Assistant, Head Start - Sumner

Bus Driver, Head Start (3)

Student Navigator, Eastside FRC

Community Engagement Associate (part-time), Administration

February 2025: Hires

Position	Location	Male	Female	TOTAL	Hispanic (H)	White (W)	Black (B)	Pacific Is. (P)	Asian (A)	Native Amer. (N)	Multi-Racial (M)	Unknown (U)	TOTAL
Health Advocate	Sumner HS	4	8	12	1	3					8		12
Nutrition Aide	Baldwinsville HS		4	4	2						2		4
Nutrition Aide	Merrick HS	14	27	41	2	9					30		41
Family Support Asst.	Eastside FRC	2	2	4		2					2		4
TOTAL		20	41	61	2	3	14	0	0	0	0	42	61

February 2025: Resignations and Terminations

Black Male	2/3/25	FRC Food Ops Custodian	Termination: Attendance
Hispanic Female	2/6/25	FRC Family Support Assist.	Resignation: Other opportunity
White Female	2/10/25	HS Data Quality Assistant	Termination: Policy violation
White Female	2/14/25	HS Family Support Spec.	Termination: Attendance
Hispanic Female	2/14/25	HS Dietitian	Termination: Unable to qualify
Black Female	2/14/25	HS Family Worker	Resignation: Other opportunity