

**PEACE, Inc.**  
**EEO/Personnel Committee Minutes**  
**September 7, 2023 (via teleconference)**

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MEMBERS ON CALL: Edward Perry, Jason Wallace, DJ Williams

MEMBERS EXCUSED: Pastor Phyllis Lee-Williams

STAFF PRESENT: Carolyn Brown, Mandy King, Jamie Colucci

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**CALL TO ORDER:**

The meeting was called to order at 4:45pm with a quorum of committee members participating, and a moment of silence was observed.

**APPROVAL OF MINUTES:**

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

**NEW BUSINESS:**

Ms. King gave an update on the upcoming rollout of the new automated HR/Payroll system from Datis.

Ms. King reported that annual Cost-Of-Living Adjustment (COLA) will increase staff pay rates by 5.6% effective the pay date of September 8<sup>th</sup>, and that a separate payment on September 15<sup>th</sup> will provide the pay differential retroactive to February 1<sup>st</sup>.

Ms. King reported that a Staff Appreciation Day event will be held at Spinning Wheel on September 29<sup>th</sup> from 10am to 1pm.

**APPLICANT POOL REPORT:**

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

**OLD BUSINESS:**

Ms. Brown gave an update on the proposal to reduce some HS/EHS enrollment slots and vacant staff positions.

Ms. Brown announced that a ribbon-cutting ceremony for the new DEHS building at 717 Erie Blvd. West will be held on September 15<sup>th</sup> at 1pm.

**ADJOURNMENT:** The meeting adjourned at 5:01pm.

PEACE, INC.

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**TO:** Head Start Policy Council / EEO Personnel Committee  
**FROM:** Human Resources Department  
**SUBJECT:** Open Positions  
**DATE:** August 31, 2023

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

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Partnerships Coordinator, Head Start - Sumner  
Family Advocate, Early Head Start - Jamesville  
Family Worker, Head Start - Elmcrest/Atonement/Lydia's Lullaby  
Family Worker, Head Start - Salvation Army/OCC  
Family Worker, Head Start - Catholic Charities  
Family Worker, Head Start - Vincent House  
Family Worker, Head Start - SCSD  
Family Worker, Head Start - Sumner  
Family Worker, Head Start - Genesee  
Family Worker, Head Start - James Street  
Nurse, Head Start - SCSD Collaboration  
UPK Teacher, Head Start - James Street  
Teacher, Head Start - Merrick  
Teacher, Head Start - Sumner  
Teacher, Early Head Start - Merrick (3)  
Teacher, Early Head Start - Sumner  
Teacher Assistant, Head Start - Merrick (2)  
Teacher Assistant, Head Start - Sumner  
Teacher Aide, Head Start - Merrick (2)  
Teacher Aide, Head Start - Genesee (2)  
Teacher Aide, Head Start - Sumner  
Teacher Aide, Early Head Start - Merrick  
Teacher Aide, Early Head Start - Sumner  
Nutrition Aide, Head Start - Liverpool  
Bus Driver, Head Start (full-time)  
Bus Driver, Head Start (part-time) (2)  
Insulation Crew Member, DEHS (3)  
Mechanic, Transportation  
Kitchen Worker/Driver, Food Services (part-time)  
Van Driver, Eastside FRC (part-time) (2)  
Family Development Advocate, Southside FRC