

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

MEMBERS ON CALL: Jason Wallace, Christopher Montgomery

MEMBERS ABSENT: Pastor Phyllis Lee-Williams, Edward Perry, Tonia Thornton

MEMBERS EXCUSED: DJ Williams

STAFF PRESENT: Carolyn Brown, Mandy King, Jamie Colucci

ROLL CALL:

It was determined at 4:50pm that the meeting would proceed without a quorum of committee members participating, and a moment of silence was observed.

NEW BUSINESS:

Ms. King discussed testing that is being conducted, with the assistance of a temporary hire, on the new payroll system that will be implemented in January.

APPLICANT POOL REPORT:

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

OLD BUSINESS:

Ms. Brown reported that a Peterson Guadagnolo Consulting Engineers has been selected to conduct a facilities assessment.

Ms. King reported the creation and posting of a new Associate Director position in the Human Resources Department.

Mr. Colucci was asked to add Mr. Montgomery to the list of contacts to receive postings of agency job vacancies.

ADJOURNMENT: The meeting adjourned at 5:02pm.

PEACE, INC.
M E M O R A N D U M

TO: Head Start Policy Council / EEO Personnel Committee
FROM: Human Resources Department
SUBJECT: Open Positions
DATE: December 1, 2023

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

Family & Community Services Coordinator, Head Start / Early Head Start - Sumner
Early Childhood Specialist, Head Start / Early Head Start - Sumner
Home Visitor, Head Start / Early Head Start - Genesee
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 - Dr. King Elementary
Family Worker, Head Start - Sumner
Family Worker, Head Start - Genesee
Family Worker, Head Start - James Street
UPK Teacher, Head Start - Merrick (2)
Teacher, Head Start - Merrick
Teacher, Head Start - Sumner
Teacher, Early Head Start - Merrick (3)
Teacher Assistant, Head Start - Merrick (2)
Teacher Assistant, Head Start - Sumner
Teacher Aide, Early Head Start - Sumner
Kitchen Assistant, Early Head Start - Merrick
Bus Driver, Head Start (full-time)
Bus Driver, Head Start (part-time)
Insulation Crew Member, DEHS (3)
Mechanic, Transportation
Workforce Advocate, Westside FRC
Cook, Food Services
Associate Director, Human Resources