

PEACE, Inc.

EEO/Personnel Committee Minutes

April 3, 2025 (via teleconference)

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

MEMBERS ABSENT: Pastor Phyllis Lee-Williams

STAFF PRESENT: Carolyn Brown, Jamie Colucci, Tim Gonya, Mandy King, Morgan Striggles

GUEST PRESENT: Mitayah Donerlson

CALL TO ORDER:

Mr. Wallace called the meeting to order at 4:47pm, noting that a quorum was participating.

APPROVAL OF MINUTES:

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

NEW BUSINESS:

Ms. King reported that Upland Consulting has been chosen to provide talent assessment and succession planning services as part of a Strategic Plan design goal, and that a meeting with their representatives is scheduled for April 14.

Ms. King discussed the recent 401(k) plan transition from Mutual of America to Voya. She reported that many meetings have been held between retirement advisors and individual employees at several agency sites, and that more meeting appointments will be offered in the near future.

APPLICANT POOL REPORT:

Mr. Colucci reviewed and discussed the summary of hires and vacancies for March. He noted that the overall number of open positions had dropped significantly due to several recent successful hires, and due to the decision to not post some open positions that may be affected by the requested Change of Scope for the Head Start program.

OLD BUSINESS:

Ms. Brown reported that some of the outstanding fees owed to the agency by Vera House have been paid, amid key staffing changes in their organization.

Ms. Brown reported that half of the regional Head Start offices are closing, including our region.

ADJOURNMENT: The meeting adjourned at 5:00pm.

PEACE, INC.

MEMORANDUM

TO: Head Start Policy Council / EEO Personnel Committee
FROM: Human Resources Department
SUBJECT: Open Positions
DATE: April 1, 2025

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

Dietitian, Head Start / Early Head Start - Sumner

Classroom Specialist, Head Start / Early Head Start - Merrick

Home Visitor, Head Start / Early Head Start - Genesee

UPK Teacher, Head Start - Merrick

Teacher, Head Start - Sumner

Teacher, Early Head Start - Merrick (2)

Teacher Aide, Early Head Start - Sumner

Bus Driver, Head Start (3)

Family Re-Entry Case Manager

March 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
UPK Teacher Assistant	Merrick HS		6	6						1	5		6
Teacher Aide	Sumner HS		9	9		3					6		9
Floating Aide	Merrick HS	3	13	16	2		6		1		7		16
Floating Aide	Merrick EHS	3	13	16	2		6		1		7		16
Associate	Comm. Engagement	6	22	28	1	5	1				21		28
Student Navigator	Eastside FRC	1	6	7	1		2				4		7
TOTAL		13	69	82	6	8	15	0	2	0	1	50	82

March 2025: Resignations and Terminations

White Female	3/3/25	HS/EHS Home Visitor	Resignation: Personal
White Female	3/25/25	HS Teacher	Termination: Policy violation
White Female	3/31/25	Senior Accountant	Resignation: Retirement