

CareerSource Tampa Bay Minutes of Special Executive Committee Meeting

Date: August 27, 2018, 3:00 p.m.
Location: Tele-Conference

Call to Order

Vice Chair Sandra Murman called the meeting to order at 3:05 p.m. There was a quorum present with the following members participating.

Members in attendance

Dr. Ginger Clark, Commissioner Sandra Murman, Jeffrey Serpico, Roy Sweatman

Members not in attendance

Sean Butler, Randall King, Mike Smith, Sophia West

Staff Present

Juditte Dorcy, Mai Russell

Board Counsel

Charley Harris

BOCC Liaison

Kenneth Jones

Guests

Richard Hanchett, Teri Morrow, Carl Berry, Dave Sobush

Public Comments

There was none.

Action Items

► Employee Handbook

HR Consultant Teri Morrow presented this item. An overview of changes was discussed. Employment Law Counsel Richard Hanchett discussed the Whistleblower policy. **A motion to approve the Employee Handbook** was made by Jeff Serpico and seconded by Roy Sweatman. The motion passed unanimously.

► Cigna Group Insurance Benefits Plan

HR Consultant Morrow addressed this item. **A motion to approve the rate adjustment in the amount of \$950 for Cigna Group Insurance Benefits Plan** was made by Dr. Ginger Clark and seconded by Jeff Serpico. The motion passed unanimously.

► Section 125 Cafeteria Plan and Form 550 Wrap Documents

HR Consultant Morrow and Attorney Carl Berry presented this item. **A motion to approve Section 125 Cafeteria Plan** was made by Roy Sweatman and seconded by Jeff Serpico. **A motion to approve Form 550 Wrap documents with the understanding the final document will be presented at the next board meeting** was made by Jeff Serpico and seconded by Dr. Ginger Clark. The motion passed unanimously.

Adjournment

The meeting was adjourned at approximately 3:35 p.m.