

GULF COAST WORKFORCE BOARD, INC.
d/b/a CareerSource Gulf Coast
Telephonic EXECUTIVE/FINANCE COMMITTEE
October 11, 2019

CareerSource Gulf Coast held a telephonic Executive/Finance Committee meeting on Friday, October 11, 2019, at 10:30 a.m. (CST).

Executive Committee members participating by phone were: Mrs. Jennifer Conoley, Mrs. Betty Croom and Ms. Christy Smith.

The purpose of the meeting was to review/take action on the following items:

- Review Executive Director's

Mrs. Jennifer Conoley, Board Chair, called the meeting to order at 10:40 a.m. A quorum was present.

Approval for Executive Director evaluation and annual salary increase

Mrs. Jennifer Conoley said that she wanted to bring the Executive Committee together to discuss the evaluation she completed for Mrs. Kim Bodine as well as her recommendation for an annual salary increase. She presented some research she conducted about other CareerSource regions and the salaries of their Executive Directors in the Florida Workforce Development Association 2019 Salary Survey. The highlights include

- 21 out of 24 regions responded to the survey
 - o Small is considered regions with total budgets of \$1-6 million (9 of those responded)
 - o Medium is considered regions with total budgets of \$7-15 million (6 of those responded)
 - o Large is considered regions with total budgets of \$15 million or higher (6 of those responded)
- CSGC's budget has fluctuated a lot over the years, but as because of Hurricane Michael funding, the organization has exceeded \$15 million this year.
- The Executive Director/CEO salary ranges, based on the survey results, are as follows:
 - o Small: Entry level (\$73,000) / Max (\$113,000)
 - o Medium: Entry level (\$90,000) / Max (\$175,000)

With the information we have on the salaries of other directors in the state, Kim is in the mid-range of the pay spectrum. She has the opportunity for a 14% increase if she was to reach the maximum level as a small region. Kim's raises over the past three years have been minor – between \$1,800 to \$2,500 annually.

Mrs. Conoley reviewed the evaluation conducted on Mrs. Kim Bodine.

Because Mrs. Kim Bodine has done such a superb job leading this organization for years upon years and her recent award recognitions and leadership during Category 5 Hurricane Michael and all of the items we have discussed, Conoley recommended a 6% pay increase to reward Kim's leadership and dedication to this organization, her team and our board this year. Conoley noted that this still allows her for growth opportunities and it also keeps us within an appropriate salary range for a CareerSource region.

Mrs. Conoley asked for a motion to approve the evaluation and the annual salary increase as presented.

A motion was made by Mrs. Betty Croom to approve Mrs. Kim Bodine's evaluation and annual salary increase as presented by Mrs. Conoley. Mrs. Christy Smith seconded and the motion passed unanimously.

Public Comments

There were none.

Adjournment

There being no additional business for the Executive/Finance Committee, Mrs. Jennifer Conoley adjourned the meeting.