



NORTHEAST FLORIDA REGIONAL COUNCIL

Personnel, Budget & Finance Committee

September 7, 2023

MINUTES

A hybrid meeting of the Personnel, Budget & Finance Committee was held on Thursday, September 7, 2023, at 9:00 a.m. via Zoom. **Chair Register** called the meeting to order with the following members present:

Members: Larry Harvey, Jim Renninger, Darryl Register, David Sullivan, and Christian Whitehurst

Excused: James Bennett, John Martin

Staff: Elizabeth Payne, Eric Anderson, Donna Starling, Tyler Nolen, and Sheron Forde

Invitation to Speak

Chair Register announced that the public is welcome to speak on any item that is brought before the Committee.

* Approval of Minutes

Chair Register called for a motion on the June 1, 2023 Meeting Minutes. Commissioner Harvey moved approval of the June 1, 2023 Meeting Minutes; seconded by Commissioner Sullivan. Motion carried.

* July 2023 Financial Report

Ms. Starling reported that the Council posted a net income of \$11,457 for the month of July, with a year-to-date net income of \$86,500. She informed the Members that the audit will begin at the end of September.

Chair Register called for a motion. President Whitehurst moved approval of the July 2023 Financial Report for Board consideration; seconded by Commissioner Harvey. Motion carried.

* CEO Contract Renewal

Mr. Register stated that the CEO's evaluation results were reviewed by the Executive Committee at their August meeting. He provided a brief overview of the evaluation, which resulted in a very good evaluation. A brief discussion followed on the evaluation results.

Chair Register reminded the Members that the CEO's contract is for a three year term, which expires this year. The Executive Committee asked that a review of the other nine (9) Regional Planning Councils' Executive Directors salary and compensation be completed in contrast to Ms. Payne's salary. The findings would then be provided to the President, who was tasked with negotiating the new contract with Ms. Payne. The findings showed that Ms. Payne was near the bottom of the 10 Regional Councils in compensation. Chair Register provided a summary of the proposed new contract, which includes a nine percent (9%) salary increase, bringing her base salary to \$136,000. Additionally, to cover 100% of her health insurance; approximately \$4,800 per year.

President Whitehurst stated that, based several factors that included her excellent evaluation and execution of her duties, the nine percent increase was his suggested, in addition to covering her health insurance. He noted that even with this increase, Ms. Payne still remains near the bottom of the State's 10 Regional Planning Councils in salary. Discussion followed.

Chair Register called for a motion. Commissioner Harvey moved approval of a three-year contract renewal for the CEO through September 30, 2026, with a nine percent increase to include paid health insurance benefits in the amount of \$4,800 for consideration by the Board; seconded by Commissioner Sullivan. Motion carried.

FY 23/24 – 2nd Vice President

Ms. Payne provided a brief background on the two new Board Members representing the City of Jacksonville; with Councilmember Amaro also appointed as the Chair for the Duval County Transportation Disadvantaged Local Coordinating Board. With these two members being new to the City Council, she has no recommendation as to who would best serve in the Council's 2nd Vice President position. Discussion followed.

Following discussions, it was a consensus of the Committee to allow the Members to become familiar and get engaged with the Regional Council for a couple of months. Following that, a decision could be made on who could best fill that position.

Project Funding Update

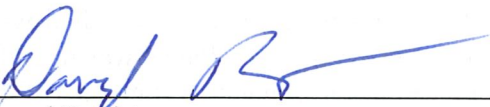
Ms. Payne provided a spreadsheet of the Council's projects and their funding received. She highlighted the \$275,000 received from the DEP grant for resiliency, and the \$100,000 Flagler County Vulnerability Assessment grant that is being finalized. She also shared information on the DEO grants that were not awarded. Additionally, there is a possibility of receiving the Statewide Regional Evacuation Study Program Update through Division of Emergency Management. Ms. Payne stated that, based on the grants awarded, the Council has more than filled the initial budgetary deficit that was previously reported. That deficit was mainly due to the time in which the Council's budget is prepared – months before the start of the fiscal year.

Public Comment

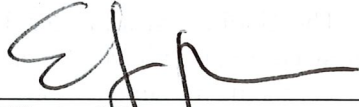
None.

Next Meeting Date: Thursday, November 2, 2023.

Adjournment: Meeting adjourned at 9:35 a.m.



Darryl Register
Chair



Elizabeth Payne
Chief Executive Officer