



SERC Operations and Finance Committee Meeting Minutes

Zoom Meeting

**Tuesday, August 17, 2021
11:00 a.m. – 12:00 p.m.**

Attendance - Agnes Quinones (Vice-Chair), Richard Porth, Elizabeth Brown, and Jeff Leake, Ingrid M. Canady, Executive Director, Michelle Weaver, Consultant/Legal Counsel/ Legislative Liaison, Jackie Teuling, Chief Financial Officer, and Jennifer LeBrun, SERC Executive Assistant

Meeting called to order at 11:02 a.m.

I. Agency's 21-22 Fiscal Position

Ms. Canady reviewed the Operational Budget reviewed with the Board of Directors at the June 2020-2021 Special Meeting and shared the current 2021-2022 Operational Budget. Ms. Canady reported that SERC is doing well and has many additional contracts coming into the agency. These contracts include in-district and Federal contracts.

There was general conversation.

II. Salary Analysis

Ms. Canady discussed the current salary analysis and the need to bring equity to existing Consultant salaries. Dr. Quinones shared the series of salary adjustments that were previously voted on and approved by the Board of Directors. SERC is ready to move to the next salary level now that it is fiscally stable. SERC needs to maintain competitive salary levels to attract the best talent.

There was general conversation.

III. Salaries Review

Ms. Canady reviewed the salaries of the nine staff members that were in line with a salary increase and discussed that all positions are evaluated in

the areas of talent and skill. All job descriptions are current.

“Motion to approve the recommendation of proposed salary increase for nine proposed staff members to the full Board of Directors at the August 31, 2021, Regular Meeting.”

Motion: Mr. Brown

Second: Mr. Porth

Vote on Motion:

In favor: 4 (Brown, Leake, Porth, Quinones)

Opposed: 0

Abstained: 0

IV. Review of Executive Director Evaluation

There was general conversation.

Meeting adjourned at 11:52.