

## HUMAN RESOURCES ADVISORY COMMITTEE

Regular Meeting

March 5, 2019 – 9:00 a.m.

Daytona Regional Chamber of Commerce

126 East Orange Avenue, Daytona Beach 32114

### SUMMARY MINUTES

These minutes reflect a summarized view of the meeting.

#### **Committee Present:**

Samir Naran, John Phillips and Steve Farley

#### **Staff Present:**

Lori Campbell Baker, Christy Zimmerman and Donna Morgan

#### **Others Present:**

None

#### **Call to Order**

Chair Samir Naran called the meeting to order at 9:00 a.m. Roll call was taken by Christy Zimmerman.

#### **1) Approval of Minutes**

John Phillips made a motion to approve the minutes from the December 5, 2018 meeting. Steve Farley seconded the motion. Motion passed 3-0.

#### **2) Unfinished Business**

##### **a) AUE update**

Lori Campbell Baker reported that staff has been working to find a different solution for the current staffing issues; AUE has had some accuracy and cost issues. Jane Holland calculated that AUE costs the CVB over \$80K more than what was being paid for the previous PEO model. The County became aware of the issues and engaged James Moore & Co. to perform an audit. Jane Holland and Donna Morgan worked with the auditors, and we're looking forward to seeing the results.

Campbell Baker sent an email to Dan Eckert, Head of County Legal and Libby Gallant, HAAA Chair requesting a meeting to discuss strategy and consider other options. Campbell Baker said there is another employee leasing agency that's County-approved, and that Holland researched it and found that the markup is higher, not lower. Campbell Baker wants to discuss exploring the concept of going back to a 501c6 (which HAAA contracted with for more than 20 years,) with a separate CVB Board that would be the employer, instead of a staff leasing company. She said that the \$80K saved would be more than enough to could cover whatever liability insurance needed to cover all involved. Campbell Baker added she is planning for a meeting with the County staff later this month.

#### **3) New Business**

##### **a) Marketing position update**

Campbell Baker reported that the Marketing Specialist position will bridge Communications and Marketing by focusing primarily on social media and new technologies and that it's a complex position that will help move the CVB forward. A candidate has been offered the position, we are just waiting on the Skills and Personality testing results. Campbell Baker said that it is important not to just go by resumes and this is why the testing is important. The staff is committed to our current momentum of improved corporate culture and positive work atmosphere.

##### **b) Financial Controller position update**

Campbell Baker reported on the Finance Controller position. Jane Holland has agreed to stay on and assist the CVB as a Consultant for about 10-12 hours a week until the position is filled. Holland has been assisting with the transition by working with Donna Morgan on financials, vetting and interviewing candidates, etc. Campbell Baker said she hopes to have the position filled within the next three to four weeks.

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**c) HR Committee Meetings**

The next two HR Committee meetings are currently scheduled for June 4, 2019, and September 12, 2019.

**4) Public Participation**

There was no public participation.

There being no further business, Naran adjourned the meeting at 9:22 a.m.

Respectfully Submitted,  
Christy Zimmerman  
Executive Assistant