

4-25-25 JHA BOC HR Committee Meeting

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1 2 3 4 JACKSONVILLE HOUSING AUTHORITY BOARD OF COMMISSIONERS 5 HUMAN RESOURCES COMMITTEE MEETING 6 7 8 TAKEN: Friday, April 25, 2025 9 TIME: 9:16 a.m. to 9:58 a.m. 10 PLACE: Jacksonville Housing Authority 11 1300 North Broad Street 12 Jacksonville, Florida 32202 13 (and via videoconference) 14 15 Taken by Carol DeBee Martin, court reporter. 16 17 18 Carol DeBee Martin 19 Jacksonville Court Reporting, Inc. 20 1620 Bartram Road, Apt. 6111 21 Jacksonville, Florida 32207 22 (904) 465-0787 (cell) 23 debeemartin@aol.com 24 25	1 PROCEEDINGS 2 April 25, 2025 9:16 a.m. 3 CHAIRWOMAN REYES: Good morning, everyone. 4 COMMISSIONER BROCK: Good morning. 5 CHAIRWOMAN REYES: Today is April 25th, 6 and we're going to go ahead and get started with 7 the HR Committee Meeting. 8 I do apologize for the tardiness. 9 I had a court hearing. So I was in the other 10 room. 11 And I believe we have a couple people online, 12 and we have a commissioner on the way, as well. 13 So it looks like we have a full house, and we have 14 some fancy new microphones. Hopefully, they're 15 working. 16 COMMISSIONER HOROVITZ: But not too fancy, 17 because that sounds expensive. 18 (People laughed.) 19 CHAIRWOMAN REYES: New and improved. 20 And, of course, we are so -- I mean, 21 you know, we're going to get there, but we're very 22 excited to have our new CEO present here, 23 Ms. Cheron Corbett, who has been already working 24 hitting the ground running with meeting all of 25 the different commissioners.
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1 APPEARANCES: 2 CHAIRWOMAN ANDREA REYES 3 COMMISSIONER LISA STRANGE WEATHERBY 4 COMMISSIONER HARRIET BROCK 5 COMMISSIONER HANK ROGERS 6 COMMISSIONER CALEENA SHIRLEY 7 COMMISSIONER HEATHER HOROVITZ 8 EVANN MORRIS 9 ANTONIO PEREZ 10 CHERON CORBETT, President/CEO 11 MAMIE DAVIS, CFO 12 SUDELTA HENSON, Comptroller 13 VICTOR FIGUEROA, COO 14 ELAINE SPENCER 15 CRYSTAL BLACKMER 16 SATONIA HART 17 DIARRA WEATHERS 18 DANIEL MITCHELL 19 HARRY M. "Reece" WILSON, IV, ESQ. (OGC) 20 ADINA TEODORESCU, ESQ. (OGC) 21 SHUNTHENIA "Shaun" BROWN 22 LINDA FITZGERALD 23 24 VIA VIDEOCONFERENCE 25 ROSLYN MIXON-PHILLIPS JULIE ST. CLAIR INEEDA JACOBS CORDELIA PARKER LAILA DARBY LEONA MITCHELL ALYCE DECKLER FRANK OCEAN WILLIAM JENNIFER MAHONEY CHRISTINE PEREAU E. F. TONY --- ---	1 So we're very excited to have you here 2 officially with us and hear all about all the 3 great work that you're already doing. We're very 4 excited. 5 MS. CORBETT: Thank you. 6 CHAIRWOMAN REYES: So we've called it to 7 order. 8 Any public comments online? 9 (no response) 10 CHAIRWOMAN REYES: All right. And I do 11 want to acknowledge that I see Ms. St. Clair, 12 our HR manager online, as well, and we also see 13 Ms. Roslyn Phillips online. 14 Okay. No comments online. 15 Anybody here in the room have public 16 comments? 17 (no response) 18 CHAIRWOMAN REYES: Okay. Did everybody 19 get a chance to look at the minutes for the 20 March HR Committee Meeting? 21 COMMISSIONER HOROVITZ: Yes. 22 And I have a question through the Chair. 23 I guess maybe this is through the Chair to 24 Ms. Carol. 25 It felt like these minutes, as well as the

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1 Finance Committee Meeting minutes, were shorter 2 than usual, and I know they're condensed. 3 I just felt like we had more discussion. 4 Maybe I'm remembering it wrong. 5 So maybe it would be helpful for me, 6 when the meeting minutes say, "Condensed," 7 what does that mean? 8 COURT REPORTER: Four on a page. 9 COMMISSIONER HOROVITZ: Oh. 10 COURT REPORTER: Instead of a full page, 11 that means you're getting four on one page. 12 COMMISSIONER HOROVITZ: I never knew that. 13 I thought that it meant like abbreviated. 14 COMMISSIONER BROCK: Unh-unh. 15 COURT REPORTER: No, no. When I turn it in, 16 it's the whole shebang. 17 COMMISSIONER HOROVITZ: Got it. Okay. 18 So I guess we just talked less than I remember. 19 CHAIRWOMAN REYES: We did. So, actually, 20 that committee meeting -- I don't know if you 21 remember. I was like super excited that we ended 22 early, and we had some, you know, connectivity 23 issues. But the HR Committee Meeting for the last 24 two meetings have really just been focusing on the 25 CEO Evaluation.	1 not being there in person. I've had a flat tire, 2 but thanks to Ms. Evann and her husband, 3 I am being transported expediently to get there 4 as soon as possible. So I do apologize. 5 I will be there for the subsequent meeting. 6 As far as the HR Manager Report, we ended 7 month of March with a total of 192 employees. 8 We had three new hires. On the 12th of March, 9 we brought on a part-time capital funding analyst, 10 and, on the 24th of March, we brought on our 11 comptroller and a part-time Jobs Plus community 12 ambassador. So we had two orientations. 13 We also had four resignations, which included 14 a housing assistant, operations compliance 15 manager, procurement specialist and a part-time 16 Jobs Plus community ambassador. 17 We also had two promotions. We had the 18 housing assistant promote to an assistant property 19 manager, which is great, and a housing assistant 20 was promoted to an administrative assistant. 21 And, also, we had one transfer from accounting to 22 procurement. 23 As far as a staffing update for the month of 24 March, we had 12 open positions for which we 25 are actively recruiting continuously, but we have
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1 COMMISSIONER HOROVITZ: Okay. Yes. 2 CHAIRWOMAN REYES: So we were actually 3 finished early. 4 COMMISSIONER HOROVITZ: Okay. Thank you. 5 CHAIRWOMAN REYES: So your memory is not 6 wrong. You're not losing it. 7 Okay. All right. So, san I get a vote to 8 approve the minutes for March? 9 COMMISSIONER HOROVITZ: I'll make a motion. 10 COMMISSIONER ROGERS: Second. 11 CHAIRWOMAN REYES: Second. 12 Okay. Any conversation? 13 COMMISSIONER HOROVITZ: (shook head 14 negatively) 15 CHAIRWOMAN REYES: Okay. All in favor? 16 COMMISSIONER HOROVITZ: Aye. 17 COMMISSIONER ROGERS: Aye. 18 COMMISSIONER BROCK: Aye. 19 CHAIRWOMAN REYES: Thank you. All right. 20 So we have our HR Manager Report, 21 Ms. St. Clair. 22 Is she going to be doing it online? 23 MS. ST. CLAIR: Good morning, everyone. 24 CHAIRWOMAN REYES: Good morning. 25 MS. ST. CLAIR: And I want to apologize for	1 recently filled an assistant property manager 2 position. 3 We have a deputy chief financial officer 4 position posted and on the big sites, 5 the NAHRO and the FAHRO. We are looking for 6 two foremen, and we're actually recruiting for 7 foremen. We have offered an FSS service 8 coordinator -- that offer has been extended. 9 We have a housing assistant for public 10 housing -- an offer has been extended and 11 accepted as of yesterday. 12 We're still actively looking for and 13 receiving applications for an HVAC position, 14 and we have two candidates for a maintenance 15 mechanic position. We are actively recruiting 16 for the operations compliance manager position. 17 I had mentioned that we offered -- 18 we have a wonderful opportunity to bring on a 19 really top-notch property manager that was 20 accepted on the 24th. 21 We had two internal interviews for our 22 Regional RAD -- the affordable housing manager 23 position. Those positions have been -- 24 we interviewed for them. They've been conducted, 25 and, finally, we filled a service coordinator

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1 position -- a part time -- for Resident Services. 2 As far as the culture study, it was confirmed 3 last evening by legal counsel that, in fact, 4 when reviewing the RFP and the contract, 5 our legal counsel -- under his review, 6 he does believe that Gallagher is obligated to 7 provide a culture study under the terms of 8 their agreement. 9 So we'll need to look into that and get that 10 moving forward. The Board Worklist is still in 11 action with minutes being provided, and then, 12 finally, we have a handbook that's being worked 13 on in conjunction with Constangy. 14 We had a meeting held Wednesday, 15 April the 23rd, and our next meeting is scheduled 16 for May the 6th when we will have our first 17 revision. And more to come about good things 18 coming from the handbook. 19 And that will conclude my report unless 20 there are any questions from the board. 21 CHAIRWOMAN REYES: Commissioner Brock. 22 COMMISSIONER BROCK: Yes. Thank you, 23 Madam Chair. 24 I had a question about -- Ms. Julie, 25 about our handbook.	1 amendments to document practices and principles 2 based upon continued industry best practices, 3 too, and/or any new federal regulations that were 4 to come out, too. So, normally, it should be done 5 on an annual basis. 6 And we do recognize that the handbook that 7 we currently have in place is significantly 8 outdated, too. I can assure you the great thing 9 about having this recent meeting with our vendor 10 and also with our Legal Team, too, as well, 11 is that we took it a step further. And we engaged 12 a much larger public housing authority that's 13 heavily regulated, too, as well, to use it as an 14 example to go forward with this handbook. 15 So we do anticipate rolling this handbook 16 out really soon and properly training everyone 17 within the entire organization, too. 18 COMMISSIONER BROCK: Thank you. 19 Thank you, Madam Chair. 20 CHAIRWOMAN REYES: Commissioner Horovitz. 21 COMMISSIONER HOROVITZ: Yes. Two questions 22 through the Chair. 23 First, to Reece. We've talked about the 24 Gallagher contract. I think we all agree that 25 they are responsible for that work.
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1 MS. ST. CLAIR: Yes, ma'am. 2 COMMISSIONER BROCK: So, is the handbook 3 being renewed, or it's being revised or ... 4 MS. ST. CLAIR: It's being revamped. 5 COMMISSIONER BROCK: Oh. 6 MS. ST. CLAIR: We are looking closely 7 at another handbook for relevancy and with our 8 Legal Team working with Constangy -- 9 they're going to ensure that we have all of 10 the Florida Compliance Regulations included 11 so that we'll have that done very expediently. 12 That's our first order of business, 13 getting our handbook identified and, not only 14 introduced, but also providing training 15 agencywide once it has been established. 16 And we're looking to roll that out very, 17 very soon. 18 COMMISSIONER BROCK: Okay. So, how often 19 do y'all do this in HR? 20 MS. CORBETT: And thank you. I'll chime 21 in, too, for you Julie. I'm Cheron Corbett. 22 So the practice for actually creating 23 Handbook Amendments 214 is first. So you would 24 normally do it on an annual basis, 25 and then thereafter that you would normally do	1 What are the next steps? 2 MR. WILSON: I haven't discussed what the 3 next steps are or really kind of analyzed the 4 contract to make sure we have a reasonable basis 5 for including the cultural assessment under our 6 engagement. 7 But I'm happy to be involved if there is -- 8 you know, if Gallagher interprets the contract 9 differently. I don't know if Mr. Weathers is 10 working on it or Julie, but I'm on standby 11 to help if there is any sort of -- 12 COMMISSIONER HOROVITZ: Pushback? 13 MR. WILSON: -- pushback from Gallagher. 14 COMMISSIONER HOROVITZ: I mean they were 15 awarded the contract, because they were the lowest 16 bid. But it was clear to all of us that it was 17 for a scope of work that included the culture 18 study. So we really do need to push. 19 MR. WILSON: Right. 20 COMMISSIONER HOROVITZ: Is there an update 21 otherwise? 22 MR. WEATHERS: No. 23 COMMISSIONER HOROVITZ: And then my second 24 was, on the handbook, I think it's actually to 25 Caleena.

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1 We've talked about taking some of the 2 information out of the handbook and that some of 3 it should live online so the handbook isn't just 4 this giant document, and we had discussed that 5 maybe that would live under governance. 6 So I just wanted to raise that for your 7 knowledge, because I do think that will be 8 important, particularly if we're making changes 9 like policies. 10 You know, they need to be in digestible 11 chunks, and they need to be acknowledged 12 separately. Because, if we just throw a new 13 handbook at everyone -- and that will also allow 14 us to update things more frequently and not just 15 annually. 16 I just wanted to share that. 17 CHAIRWOMAN REYES: Anybody else? 18 Commissioner Rogers. 19 COMMISSIONER ROGERS: Good morning, 20 and thank you. 21 A couple questions. One, are reopening the 22 Deputy CFO position? 23 I thought we had interviews scheduled. 24 I thought we -- if we can. just go back to that 25 so I'm fully aware of what has happened with that.	1 no longer going to be available for them as a 2 result of really vetting the backgrounds. 3 We want to make sure that any and everyone 4 we bring into this organization has a clean 5 background financially and so forth, too, as well, 6 and there are no gray areas. 7 And so I just want to make sure that we're 8 consistent with our HR policies when we're 9 actually employing individuals overall 10 collectively within Jacksonville Housing 11 Authority. 12 I'll let you speak to it, if you have more 13 to add to it. 14 MS. DAVIS: I really don't have anything 15 additional. That is exactly what happened. 16 We had interviewed a number of candidates, 17 and we selected one that, based on qualifications, 18 we felt was best. But then, based on that review 19 of background, some things came up that were 20 unacceptable. 21 COMMISSIONER ROGERS: Thank you so much. 22 But I do recall, again, through the Chair 23 extensive conversation on that, and so, to hear 24 that we reopened it without really understanding 25 why, I thank you for that clarification.
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1 I thought we had candidates and interviews along 2 with the comptroller when all of that was in 3 place. 4 CHAIRWOMAN REYES: You're right. We did have 5 a conversation that we were in the interview 6 process -- 7 COMMISSIONER ROGERS: We did -- 8 CHAIRWOMAN REYES: -- as I recall. 9 COMMISSIONER ROGERS: -- correct. 10 MS. CORBETT: So we'll do two parts, right? 11 So I know I didn't start officially at that 12 time, but I think it's important, you know, 13 when we're actually selecting -- the comptroller 14 was actually -- the position is filled. 15 Let me start with that first. That was filled. 16 MS. DAVIS: Yes, yes. 17 MS. CORBETT: For the Deputy CFO position, 18 it was important that, when we did have those 19 candidates that were presented too, as well, 20 that, when you do their background check, 21 we need to make sure that there are no gray areas 22 in regards to anything related to financials for 23 their backgrounds to be, quite frankly, with you. 24 So, although we were looking to extend an 25 opportunity to a candidate, that opportunity was	1 (Ms. St. Clair entered the room.) 2 COMMISSIONER ROGERS: My other question 3 deals with -- and I'm not sure what this document 4 is that we have presented to us in the back with 5 the training online. 6 And so, can you speak to that, and explain 7 to us why that document is presented in this 8 presentation? 9 MS. ST. CLAIR: It was not a part of the 10 agenda, but I believe that is the HTVN. 11 That it our training program that is provided 12 companywide for our employees to train on 13 everything under the sun related to housing. 14 And that was just an activity sheet for the 15 month of March. 16 COMMISSIONER ROGERS: Okay. And, did all 17 of our employees go through this, or -- 18 MS. ST. CLAIR: They either go through it 19 on their own -- some of them have evaluations 20 that are measured, as far as what classes they 21 have taken and succeeded in. There are 22 certifications that come through with that 23 training opportunity, as well. 24 COMMISSIONER ROGERS: Perfect. 25 MS. ST. CLAIR: And we just relaunched it.

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1 There is going to be lots of other trainings 2 provided. So we reintroduced it to the team to 3 make them aware, to ensure that they have their 4 usernames and passwords, and so everyone is aware 5 that it is an available tool and resource that 6 they can use regularly. 7 COMMISSIONER ROGERS: Is it a mandatory 8 training, or it's just a -- 9 MS. ST. CLAIR: Some of them can be, 10 yes, but most are voluntary training. 11 MS. CORBETT: May I chime in on it, too, 12 as well. Just to kind of piggyback, you know, 13 I want us all to think about the handbook in 14 the future of having key metrics in place of 15 at least 20 required industry best practices 16 trainings and really revamping some of the job 17 descriptions. 18 Because many of the job descriptions 19 we have in place must have a required training 20 component as it relates to obtaining key 21 certifications to continue to be qualified in 22 those roles. 23 One of the things that -- I've reached out 24 to HR, and we're working with vendors, too, 25 as well, is that we want to be able to roll out	1 going to change basically -- what you're seeing. 2 COMMISSIONER ROGERS: Thank you. 3 Madam Chair, my last question, if I may, 4 because this has struck me. So we have 5 individuals who are on FML since 2003. 6 And, how long -- I guess one is working from 7 home, and then they go all of the way to 2026? 8 MS. ST. CLAIR: Yes, yes. So you have the 9 FML Report. That wasn't supposed to be part of 10 the agenda, but, yes, that does reflect those that 11 are on a leave of absence. 12 And it's just showcasing so that our 13 leadership knows where their staff are, 14 and that's how HR accounts for their time away. 15 And it depends. We have three individuals -- 16 we have a total of 19 on FML currently. 17 I believe three are on continuous FML up to 18 12 weeks, and 16 are intermittent, as needed for 19 appointments. 20 MS. CORBETT: And so we don't want to get 21 into disclosing too much medical information, 22 as it relates to individuals, right? 23 Medical needs, especially under protections 24 of FMLA, correct? 25 So I think a brief overview in regards to
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1 training from top industry subject matter 2 experts as it relates to public housing, 3 the Housing Choice Voucher Program, too, as well, 4 and have those vendors some on-site to train many 5 of our employees so we can most definitely address 6 economies and skill from a financial standpoint, 7 too, as well. 8 So we're looking right now at -- we do have 9 one I've identified, too, as well. We're working 10 to get those fees reduced at a discounted rate 11 since this is a very large agency, and they kind 12 of have mandated trainings that's going to be in 13 place for those applicable roles, too. 14 So you're most definitely going to see a 15 change, and then, going forward, you're going to 16 see if anyone is actually trained, right, 17 that they actually completed the training, 18 that they met the requirements. 19 And we're going to be holding the Management 20 Team accountable in regards to making sure members 21 within their team, after this handbook is adopted, 22 are properly trained. 23 If we selected you, the required 20 credit 24 hours of continuing education units, 25 if it's adopted, is in the handbook. So that's	1 maybe how many are just currently out, and then -- 2 MS. ST. CLAIR: So three continuous, 3 and 16 for an intermittent period. 4 COMMISSIONER ROGERS: But my question is 5 this is not something that we're going to receive 6 -- 7 MS. CORBETT: No. 8 COMMISSIONER ROGERS: -- okay. 9 COMMISSIONER HOROVITZ: Yes. I'm not sure we 10 should, because now it's public record. Sorry. 11 COMMISSIONER ROGERS: Yes. That's why I was 12 asking the question, "Why is this document in our 13 packet?" 14 MS. CORBETT: That will be a removal. 15 COMMISSIONER ROGERS: So, okay. Thank you so 16 much. 17 CHAIRWOMAN REYES: Anybody else have any 18 questions? 19 I have a few, but, Commissioner Shirley? 20 COMMISSIONER SHIRLEY: No. 21 CHAIRWOMAN REYES: So I do have a few for 22 you, Ms. St. Clair. So I understand we had four 23 promotions and four resignations. 24 Were we able to complete exit interviews on 25 the resignations?

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Page 21 1 MS. ST. CLAIR: They are offered, 2 and it is voluntary. So we absolutely make every 3 concerted effort to have those exit interviews. 4 In these four cases, it was declined. 5 CHAIRWOMAN REYES: Okay. I also understand 6 the conversation about the culture study. 7 Like Commissioner Horovitz said, we've all agreed 8 that it was part of the contract, and I really 9 want to see this moving. 10 So I would like to have some sort of like 11 solidified, concrete next step from HR about 12 this, and so I imagine you'll be working with 13 Reece. 14 MS. ST. CLAIR: Yes. 15 CHAIRWOMAN REYES: But I think we are all in 16 agreement that this is a very important thing, 17 and we actually wanted have this ready for our 18 incoming CEO so that she had data to work with 19 to be able to do, you know, her own questionnaires 20 and be able to do her own, you know, kind of 21 reading the room assessment of the agency. 22 And so I would like to make sure that we have 23 something solidified at least by the next 24 HR Committee Meeting, please. 25 MS. ST. CLAIR: Absolutely.	Page 23 1 -- thereafter. So ... 2 MS. TEODORESCU: Yes. To the union for 3 review. 4 MS. CORBETT: All right. So about 45 days 5 after that May 6th date is what we're anticipating 6 so that we can turn around more of a final 7 HR Handbook in hopes of having it adopted. 8 Right? 9 We do understand that, with the union, 10 they're -- I mean we're giving them a two-week 11 period, too, as well. There could be an 12 additional delay potentially. 13 We're hoping that what we're proposing 14 are going to just be great initiatives that could 15 be adopted quickly. So we know at least a 16 minimum of 45 days. I hope not 60, but we will 17 see. But, for us, it will be 45 days. 18 We'll have everything ready at least so that 19 we can -- 20 CHAIRWOMAN REYES: And, to the CEO then, 21 would it be fair to say, by at least June, 22 the board will know whether or not it's -- 23 MS. CORBETT: Absolutely -- 24 CHAIRWOMAN REYES: -- okay. 25 MS. CORBETT: -- yes.
Page 22 1 MS. CORBETT: One of the things I was going 2 to add to it -- and I totally appreciate that, 3 too, as well. I went on ahead and had the 4 questions created and pushed out to everyone in 5 the entire agency for just a survey, 6 a temperature check. 7 So those results recently came in on Tuesday, 8 and so it's interesting most definitely. 9 So I'll most definitely work to kind of compile 10 that data. 11 CHAIRWOMAN REYES: Thank you. 12 The handbook -- do we have an expected date 13 for completion on that? 14 I understand you have a first revision on 15 May 6th. 16 But, is there like a timeline for you guys on 17 that? 18 MS. CORBETT: So multiple steps. So, yes. 19 Correct. So May 6th will be that first revision. 20 We'll have a conversation then. 21 We're anticipating after that 30 full days 22 in regards to having it vetted. 23 I may have you chime in, too, legal, 24 and then right after that period we're going to 25 have a two-week period that's going to go out to	Page 24 1 CHAIRWOMAN REYES: And, will the board be 2 reviewing this, or is this just an update for us? 3 MS. CORBETT: At best, I think it's best 4 to allow our Legal Team -- they're going to take a 5 look at it, and there will be an update for 6 you-all, too, as well. 7 What we'll be presenting to the board will be 8 not necessarily to go page by page, but more of an 9 adoption and trusting that the Legal Team -- 10 and that we've fully vetted everything. 11 CHAIRWOMAN REYES: Okay. Thank you. 12 And I understand Commissioner Rogers asked 13 about the Deputy CFO position. I was actually 14 going to ask the same ... 15 So I understand we don't -- we further looked 16 at the qualifications. We decided not to. 17 So, what is the status of the position right 18 now? 19 Are we interviewing, or do we have anybody 20 in the pipeline already? 21 MS. CORBETT: So we had that reposted, 22 and then yesterday I did meet with recruiters, 23 too, as well, just to kind of make sure that we 24 get the right candidates for that position. 25 And then this is why I've also got HR to make

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1 sure that that position is properly posted on 2 those national websites, such as PHADA and also 3 NAHRO, too, as well. 4 We do have a career fair that we're going to 5 be attending with the Health and Human Rights 6 Organization, and what we're going to do on our 7 end is just also making sure we're reaching out 8 to entity organizations that are applicable for 9 accounting and finance too, as well. 10 So there's a lot of due diligence we need to 11 do in turn to properly market these positions. 12 So -- but, to answer your question, yes. 13 We have it posted, had a recruiter meeting 14 yesterday, and we're going to do career fairs, 15 too, as well. 16 CHAIRWOMAN REYES: Okay. Thank you. 17 And then this is to Ms. St. Clair. 18 I just want to remind ... for the future committee 19 meetings, the organizational chart was requested 20 to be a standing item on the HR Committee. 21 So just make sure we're adding that. 22 So, to our new CEO, when I came on as 23 HR Committee Chair, we had a bit of an adjustment. 24 We were in a bit of an adjustment phase where 25 there was a lot of positions, you know, coming and	1 with the fact that we now have an actual 2 HR individual who's pushing a lot of this 3 obviously through our leadership. 4 So I hope, Ms. Corbett, when you, you know, 5 start looking at the organization and start 6 deciding what you want in your Executive Team 7 that we are cognizant of the importance of having 8 an HR position. 9 MS. CORBETT: Absolutely. Thank you. 10 CHAIRWOMAN REYES: Okay. If we have no 11 further comments or questions, we can move on 12 to the next item. 13 Thank you, Ms. St. Clair. 14 "Old Business," "Compensation Study Update." 15 Was that part of the culture, or is that 16 -- is that the right one? 17 Was that part of the culture study? 18 COMMISSIONER HOROVITZ: Oh, this is a finance 19 -- 20 COMMISSIONER ROGERS: This is finance. 21 COMMISSIONER HOROVITZ: -- it got mixed 22 together. 23 Do you think so, too? 24 COMMISSIONER ROGERS: They just switched 25 it.
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1 going. 2 So we requested that the committee be 3 provided with an organizational chart and for that 4 to be updated on a monthly basis, and that's just 5 to have like a bird's eye view of the agency. 6 And, once we were in the process of looking 7 for the new CEO, we decided to keep that on as a 8 standing item so that, once our CEO was fully 9 stabilized and comfortable, we can take that off. 10 I mean it's just for us to have it. 11 MS. CORBETT: I understand. You'll have that 12 for the next meeting. 13 CHAIRWOMAN REYES: Thank you. 14 And then I'll just start off with this 15 comment. I think, to Ms. St. Clair and to 16 Ms. Phillips, who has been such a great part of 17 this and obviously now to our new CEO, I think 18 it's just really important. 19 Like, if this conversation doesn't show us 20 the importance of an HR -- an independent 21 HR position in an agency, I don't know what does. 22 I think it's really great to see where we 23 have moved and how we have progressed in the last 24 year. I think we've seen a lot of improvement 25 this last year, and a big part of it has to do	1 COMMISSIONER HOROVITZ: Okay. 2 CHAIRWOMAN REYES: Okay. So I know we talked 3 about the culture study, but is that -- I mean 4 they were supposed to be together in the contract. 5 So we've kind of used it synonymously. 6 But, is there a separate update on the 7 compensation study update? 8 MS. CORBETT: Yes. So we do have actual 9 updates. 10 So, Roslyn, you're actually on the call, 11 too, as well, based upon our recent discussion 12 on the comp study. 13 MS. MIXON-PHILLIPS: I am. Good morning. 14 Yes. 15 We have gotten the information from Gallagher 16 on the comp study -- the draft information, 17 which, as was stated earlier, we had a call on and 18 have reviewed that information. 19 We've had legal involved with us, as well, 20 and they are making some final change questions. 21 And we should have the final any day now. 22 It has not been received yet, but, as soon as 23 we have that, then we will be moving forward with 24 taking -- making recommendations as to how we will 25 implement some of the recommendations that come

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1 from the study. 2 CHAIRWOMAN REYES: Okay. Anybody have any 3 questions on that? 4 MS. MIXON-PHILLIPS: And Julie may want to 5 add to that some more specifics. I don't know 6 if she's in the room yet or if she's still in 7 transit. 8 MS. ST. CLAIR: I have the -- 9 MS. CORBETT: So you can talk on the exempt 10 to nonexempt. So ... 11 MS. ST. CLAIR: -- oh, okay. Let me just 12 grab my notes. 13 So, with respect to the compensation study, 14 we do have a final -- you know, a recommendation, 15 but, for all intents and purposes, Gallagher had 16 received information, not only from a custom 17 survey, but 25 agencies were surveyed. 18 Seven responded. 19 We also had used public surveys from places 20 like Compdata, Mercer, Willis Towers Watson, 21 ERI, and what they have discerned is that we do 22 have information, you know, to share. 23 But, for all intents and purposes, 24 while pay varies around the market and some 25 positions are competitive to market, an average	1 any salaries here. 2 But let's just say you're at the very top 3 of the 75 percentile, the reality of it is 4 is that your salary would most definitely hold 5 flat. 6 Right? 7 So that's one of those proposals. 8 In addition to that, there were several positions 9 that were identified in there to be changed from 10 an exempt status to nonexempt. 11 The benefit and what's really advantageous 12 for employees is that sometimes, when you're 13 working overtime, too, as well, guess what? 14 You can get an opportunity to overtime 15 pay. 16 Right? 17 And so those are just key takeaways from 18 that draft compensation study. So more to follow 19 in regards to that. So, yes. 20 CHAIRWOMAN REYES: It sounds like we're 21 getting some data, which is what we want. 22 Commissioner Horovitz. 23 COMMISSIONER HOROVITZ: I have a question 24 through the Chair. I want to make sure. 25 To Adina, are we okay to talk about
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1 pay at JHA is highly competitive. And, to make 2 it more so, I do have information to share in the 3 next subsequent meeting. 4 But we are in good shape. There are some 5 folks who are, of course, above the industry, 6 you know, with start rates and some below, 7 and we have documentation to share. 8 But we did identify a salary structure, 9 and we propose pay grades for each position 10 ensuring that no pay cuts will occur. 11 And employees will be paid within these salary 12 ranges. No employee will be paid below the 13 minimum, and we were going to assume that their 14 1-percent per year increase for time in seat 15 adjustment. So, in a nutshell, that is what we'll 16 be talking more about. 17 But, are there any questions? 18 (Commissioner Weatherby entered the room.) 19 MS. CORBETT: I'll add two more then for 20 you, too, Julie. 21 And so I think one of the things to realize 22 with this compensation study is that it's based 23 upon various percentiles. 24 Right? 25 They are not proposing a vendor to reduce	1 compensation, or should we not? 2 MS. TEODORESCU: No. I think that's enough 3 for now. 4 CHAIRWOMAN REYES: We were going to keep it 5 right there. 6 COMMISSIONER HOROVITZ: I was confused about 7 the 1 percent, but we'll ... 8 CHAIRWOMAN REYES: Yes. 9 Okay. Thank you for that update, 10 Ms. Corbett, and then, with that, I'll give you 11 the floor. 12 MS. CORBETT: So I really just want to give 13 just a brief update of an item that came in so 14 that everyone is fully aware here on today -- 15 our commissioners, too. 16 There was an isolated incident last night 17 that occurred at Carrington Place, one of our 18 public housing developments. There were -- 19 it was a fire, and what I mean by it being 20 isolated -- there were four units that were 21 affected at about eleven o'clock to midnight last 22 night. 23 Out of the four units, one was severely 24 burned. Again, that's isolated. We do have -- 25 the fire marshal is going to be out hopefully

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1 later today. 2 We have our team that's working relentless 3 from last night around the clock to basically 4 address this matter, just to kind of do a 5 deep dive investigation as to what has occurred 6 along with the police department or sheriff's 7 department, too, as well. 8 The other three units, however -- 9 we've already relocated basically all the 10 families. 11 Right? 12 So we have emergency housing that's readily 13 available for those individuals, because we do 14 believe in the health and safety. 15 Our goal now is to make sure that those 16 tenants, those residents, are safe, right, 17 but, in addition to that, that they don't 18 experience any type of housing insecurity. 19 And the last portion is to make sure we can 20 quickly mobilize to bring those units back on the 21 market. 22 So I just wanted to just kind of let you know 23 four units were affected. Out of the four, 24 again, one was severely burned, and that was at 25 Carrington Place so that you're not blindsided.	1 investigated just to make sure what most 2 definitely transpired within that particular unit 3 especially at eleven o'clock at night. 4 COMMISSIONER BROCK: Okay. Those three kids 5 that's involved -- was they school-age? 6 MS. CORBETT: I will say that we know that 7 the ages are four, two and then the last age was 8 about eight, correct? 9 MR. MITCHELL: (nodded head affirmatively) 10 MS. CORBETT: So school-age and most 11 definitely climbers, too. So, again, our team is 12 looking into that without, you know, telling too 13 much demographic information. 14 COMMISSIONER BROCK: Right. 15 MS. CORBETT: It was a family that was 16 affected. 17 COMMISSIONER BROCK: Okay, okay. The reason 18 I was asking is because I was concerned. 19 I know that you relocated, but I was concerned 20 about them getting to school. That was the reason 21 I was asking. 22 MS. CORBETT: Very good point. 23 And what I'll do is just see ... 24 For that relocation, can you confirm if 25 indeed it was within the same building or a very
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1 Right? 2 But it is an isolated matter that we're 3 investigating. 4 CHAIRWOMAN REYES: Thank you. 5 Was there any -- 6 MS. CORBETT: No injuries that were 7 identified as of now, but everyone -- the majority 8 of the individuals did go to the hospital last 9 night, too, as well, just from smoke and things of 10 that nature. 11 CHAIRWOMAN REYES: Commissioner Brock. 12 COMMISSIONER BROCK: Thank you, Madam Chair. 13 Can you tell me how many -- I know you said 14 it was three (sic) units, but how many -- 15 COMMISSIONER WEATHERBY: Four. 16 COMMISSIONER BROCK: -- four -- I mean I'm 17 sorry -- four units. 18 How many kids was involved in that? 19 MS. CORBETT: Yes. Thank you. That's an 20 excellent question. 21 So the one particular unit had a total of 22 two children -- I'm sorry. Excuse me. Correction 23 -- three younger children that were involved. 24 So, again, we know this is a sensitive matter 25 too, as well, and we're making sure that's	1 close proximity? 2 Do you have that right now? 3 MR. MITCHELL: No. 4 MS. CORBETT: Okay. So we'll have that 5 additional information. Our biggest concern as 6 just making sure, "Hey, we want to get them into a 7 safe environment first." 8 We had most of us scour our portfolio and/or 9 other resources to see where could they be housed 10 given that this transpired at about eleven o'clock 11 at night. 12 So health and safety was the primary issue 13 for us, but we will be able to provide additional 14 detail to you. And thank you for bringing that up 15 just to make sure that they could actually go to 16 school. 17 But most importantly, do they have clothes, 18 too, as well, and essentials. Yes. So we will 19 take care of that, as well. 20 COMMISSIONER BROCK: Thank you. 21 Thank you, Madam Chair. 22 CHAIRWOMAN REYES: I'm not sure if this is 23 proper procedure, but we have a barbecue coming up 24 on Monday. 25 Is there -- is there --

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1 MS. CORBETT: Would you like to talk about 2 like a way that we could -- 3 CHAIRWOMAN REYES: -- organize something? 4 COMMISSIONER HOROVITZ: Well, I am making 5 tuna salad. 6 (People laughed.) 7 CHAIRWOMAN REYES: Sorry. I will not be 8 attending. I have two hearings Monday morning. 9 So I will not be here. 10 But, for the families, can something be done? 11 MS. CORBETT: So let's talk. So for the 12 family that was recently affected -- 13 CHAIRWOMAN REYES: Yes -- 14 MS. CORBETT: -- there are things that we're 15 going to do behind the scenes. I'll work with the 16 team, again. The top priority is relocation. 17 We've got to make sure that they have clothing, 18 key essentials, too, for those daily needs. 19 We can work on addressing those needs, too, 20 as well. 21 Right now we are most definitely assessing 22 the needs of those individuals. So I can have an 23 update. We will have an update to you-all on 24 today just to make sure that, if they need a 25 clothing voucher or if they need food vouchers	1 what's that? -- April 28th starting at 2 eleven o'clock a.m. -- we're going to have 3 something that we've entitled, "Backyard 4 Barbecue," that's going to be for the entire 5 JHA staff to come out. We're inviting 6 commissioners. Most definitely, please come out. 7 Anyone in this room ... 8 We understand we have developments that are 9 nearby, too, as well. So we're never going to 10 turn anyone away, if they want to pick up a 11 hotdog and/or a hamburger. 12 I will say that the Leadership Team has been 13 phenomenal in regards to donating funds towards 14 that initiative. So it's going to be exciting. 15 We may have some surprises with live music, 16 because clearly we have a lot of talent here 17 within the agency. 18 (People laughed.) 19 COMMISSIONER HOROVITZ: I wanted to ask 20 that, but I was not asked. I also ... 21 Off the record. 22 (People laughed.) 23 (discussion off record) 24 MS. CORBETT: So, please, everyone come out, 25 if you can. It wasn't officially open to the
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1 -- whatever we can do to most definitely assist 2 those families that were affected. So we'll take 3 care of that. 4 COMMISSIONER SHIRLEY: We want to talk about 5 the barbecue. 6 (People laughed.) 7 CHAIRWOMAN REYES: You want to talk about the 8 barbecue. 9 MS. CORBETT: Actually, you know, so, again, 10 we had our internal employee survey to be able to 11 do a temperature check. 12 But right before that we were looking to say, 13 "Hey, what are some things that we can do to 14 create more of a union, you know, a family type 15 dynamic, too, as well?" 16 We're going to be working together. 17 I get I'm totally new to the agency. 18 So this is a way -- although I've walked 19 throughout the agencies and the other facilities 20 to try to meet as many people as possible, 21 I do understand that people are out. 22 You know, they're doing inspections and so 23 forth, too, as well. This is my opportunity to 24 meet those individuals. 25 But we're going to have on Monday --	1 public, but, if you pop up and we have some 2 burgers and hotdogs left over, you know, 3 most definitely stop by. We're not going to turn 4 anyone away. We won't do that. 5 CHAIRWOMAN REYES: All right. 6 MS. CORBETT: But we're accepting donations. 7 (People laughed.) 8 COMMISSIONER SHIRLEY: Are you still in need 9 of donations? 10 MS. CORBETT: We need a lot of donations. 11 COMMISSIONER HOROVITZ: Do we really not have 12 funds for that? 13 MS. CORBETT: And so I appreciate that. 14 So one of the things, you know, starting with 15 this -- this is a way for the Senior Leadership 16 Team to say, "Hey, you know, I support you. 17 Let's do this." 18 And we're coming together collectively to 19 say, "Let's roll this out to our team that's 20 here." 21 Right? 22 So truly we're not asking for the staff to 23 donate anything. Yes. And I get it. We have 24 those nonfederal funds, but let's save those 25 nonfederal funds for something else, too,

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1 as well, to better reinvest within the 2 organization. 3 So, for now, we can do this as a Leadership 4 Team. So, yes. 5 CHAIRWOMAN REYES: Well, it sounds like it's 6 going to be a blast. I'm really excited. 7 I'm going to miss your tuna salad. 8 I'm moonlighting. 9 (People laughed.) 10 COMMISSIONER HOROVITZ: Are you coming to the 11 board meeting that afternoon? 12 CHAIRWOMAN REYES: No. 13 Commissioner Brock. 14 COMMISSIONER BROCK: So, how are you 15 rolling this out? 16 I heard that our Chair is donating some 17 potato salad. 18 You have a list or something? 19 Because you don't want everybody to just 20 bring potato salad, you know, so I come prepared 21 so that you can have enough. 22 (People laughed.) 23 MS. CORBETT: Are you telling me you can 24 make something special? 25 COMMISSIONER BROCK: No. I'm trying to	1 -- not too much. Don't ask questions. 2 No. I'm just kidding. It should be a good 3 thing. So you can send something over, you know, 4 if -- but you're not obligated. We would just 5 love for you just to come out. 6 CHAIRWOMAN REYES: No. But I think 7 Commissioner Brock is right. Like if you just 8 make like a preliminary general list of what has 9 already been assigned -- 10 COMMISSIONER BROCK: Right. 11 CHAIRWOMAN REYES: -- then we won't 12 duplicate, and, you know, people can bring 13 more delicious stuff. 14 MS. CORBETT: You have the list that I sent 15 2 hours ago. 16 CHAIRWOMAN REYES: Okay. Wonderful. 17 MS. CORBETT: Shaun is going to send it out. 18 CHAIRWOMAN REYES: Commissioner Shirley. 19 COMMISSIONER SHIRLEY: No. 20 CHAIRWOMAN REYES: Okay. All right. 21 (People laughed.) 22 COMMISSIONER HOROVITZ: Yes. This is 23 publicly noticed, right? 24 COMMISSIONER ROGERS: This is going to be 25 publicly noticed, right?
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1 figure out like, do you have like a menu, 2 or do you need -- you know what I'm saying? 3 MS. CORBETT: So what I'll do -- yes. 4 So I'll have Shaun ... 5 So Shaun has most definitely made sure 6 for all of the commissioners the calendar invite. 7 You may have -- if you want to bring something, 8 most definitely. We're not -- we don't want to 9 put the pressure on the commissioners to bring 10 something. 11 If you volunteer something, great, 12 even if it's like a box of chips, you know, 13 a beverage, sweet tea, ice and coolers. 14 I'm sorry. We're being real particular now. 15 Even lawn chairs. 16 COMMISSIONER BROCK: Right. You have to. 17 Yeah. 18 MS. CORBETT: But we want you to -- 19 and, even if you're just coming out and showing 20 your presence, I mean we're really excited just to 21 have that. 22 And I think the organization will be just 23 excited just to have commissioners just to kind 24 of, you know, come out. Come out, and just 25 celebrate a little bit and get to know individuals	1 MR. WILSON: I don't think you need -- 2 for a social event like this, you don't need to 3 have a public notice. 4 COMMISSIONER BROCK: Just can't talk about no 5 housing authority business. 6 MR. WILSON: Yes. Right. Just avoid talking 7 about business. 8 MS. CORBETT: Welcome, and I'm excited. 9 CHAIRWOMAN REYES: So, for public events, 10 we do not need to notice -- 11 COMMISSIONER BROCK: No, ma'am. 12 CHAIRWOMAN REYES: -- like the -- okay. 13 MR. WILSON: Yes. For a social event 14 or party like this, there is no need to publicly 15 notice the meeting, but, again, just do not talk 16 business with each other. 17 COMMISSIONER BROCK: Correct. 18 MS. CORBETT: Correct. 19 MR. WILSON: Just eat lunch. Yes. Sorry. 20 CHAIRWOMAN REYES: Okay. All right. 21 Any further comments -- well, actually, 22 I imagine -- do you have more to share? 23 Do you want to share about your meetings? 24 Your calls? 25 MS. CORBETT: I mean, you know what, clearly,

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Page 45 1 you know, I've already hit the ground running. 2 Right? 3 I already had my one-on-one meetings with all 4 commissioners. I think that's really important. 5 The goal is to really be able to roll out a 6 future strategic plan. And most importantly, 7 with the Legal Team, we talked about, you know, 8 having a training overall -- you know, 9 training for commissioners, too, as well. 10 We're going to have some great subject matter 11 experts that's going to come out and roll out 12 roles and responsibilities. FVS (phonetic) 13 from the financial side of things, too, as well, 14 and just, you know, our bylaws and so forth. 15 So it's going to be exciting. 16 So one of the key things I do need to work on 17 with the commissioners actually is establishing a 18 date, right, so I can get that back over to legal, 19 just to see you-all's availability. Because I 20 anticipate this could be anywhere up to 6 hours 21 potentially. 22 You think we need 6 hours? 23 MS. TEODORESCU: Yes. I think Salone 24 (phonetic) is 1 hour. 25 MS. CORBETT: Okay. They told -- so we're	Page 47 1 So I did want to give you guys an update. 2 We were supposed to have the updated CEO Metrics 3 Evaluation at this board meeting that we were 4 supposed to present. 5 But, you know, with our CEO's arrival 6 and everything, it has been a little bit busy for 7 the agency in a great way. 8 So I did talk to Ms. Phillips yesterday. 9 We will get that for the next HR meeting, 10 and we'll have a final revision for the board to 11 have a final vote. 12 So, hopefully, by the next HR Committee 13 Meeting, we will have a finalized concrete step 14 on the culture study, as well as a finalized draft 15 for the board to approve or make any final edits 16 to the CEO Evaluation Metrics that we've been 17 working on. 18 That's really all my update, and I am really 19 excited about the energy in this room right now. 20 All right. If there is no further comments, 21 meeting adjourned. 22 COMMISSIONER HOROVITZ: Thank you. 23 (Whereupon, the proceedings in the 24 above-titled cause concluded at 9:58 a.m.) 25 ---
Page 46 1 going to send out individual emails just to see 2 the availability so we can probably get the notice 3 out there, too, as well, so we can start that 4 process. 5 CHAIRWOMAN REYES: And I think, just as a 6 general -- general -- because, obviously, 7 it varies, but I think we've kind of had a 8 conversation before, that Friday is supposed to 9 be the better day for us -- 10 MS. CORBETT: Okay -- 11 CHAIRWOMAN REYES: -- collectively, 12 but, you know, each individual, obviously, 13 has their own schedule. But just to keep you 14 updated on that. 15 MS. CORBETT: -- okay. 16 CHAIRWOMAN REYES: All right. So we'll look 17 forward to getting that survey for our 18 availability. I am all for training. I am all 19 about retreats. I love that stuff. So I'm here 20 for it. 21 Okay. Anything else you want to add? 22 MS. CORBETT: No additional updates. 23 We're just moving forward in the agency. 24 CHAIRWOMAN REYES: Okay. All right. 25 "Chairman's Comments."	Page 48 1 C E R T I F I C A T E 2 STATE OF FLORIDA) 3 COUNTY OF DUVAL) 4 I, Carol DeBee Martin, Certified Court 5 Reporter and Notary Public, certify that I was 6 authorized to and did stenographically report 7 to the best of my ability the foregoing proceedings 8 and that the transcript is a true and complete record 9 of my stenographic notes. 10 Dated this 5th day of May, 2025. 11 12 13 <u>Carol DeBee Martin</u> 14 Notary Public State of Florida 15 My Commission: HH 588635 16 Expires: 12-29-2028 17 18 19 20 21 22 23 24 25