**Frank R. Woodbeck**

Chair

**Rene Cantu, Ph.D.**

Executive Director



**6375 W. Charleston Blvd., L-165**

**Las Vegas, NV 89146**

**702.410.8078**

**HUMAN RESOURCES COMMITTEE**

**AGENDA**

Meeting is subject to the provisions of the Nevada Open Meeting Law – [**NRS 241**](http://www.leg.state.nv.us/NRS/NRS-241.html)**.020**

|  |  |
| --- | --- |
| **Name of Organization:** | **Jobs for Nevada’s Graduates, Inc. (‘*J4NG*’)** |
|  |  |
| **Date and Time of Meeting:** | **Tuesday, August 3, 2021 at 2:00 p.m. – 3:00 p.m.** |
|  |  |
| **Place(s) of Meeting:** | **Microsoft TEAMS Meeting** |
|  |  |

**J4NG Mission**: Jobs for Nevada’s Graduates Inc., inspires, supports, and mentors students to graduate and create a powerful and positive future.

**J4NG Vision**: Jobs for Nevada’s Graduates Inc., will ensure students graduate and reach their potential.

**NOTE: Items on this agenda may be taken in a different order than listed. Two or more agenda items may be combined for consideration. An item may be removed from this agenda or discussion relating to an item on this agenda may be delayed at any time.**

1. **CALL TO ORDER** ***– Dr. Don Asher, Chair***

Don Asher, Committee Chair

1. **ROLL CALL & CONFIRMATION OF QUORUM** – *Jean Irvine*

* Janice Newman – BOD Member
* Juanita Fain – BOD Member
* Vickie Shields – BOD Member
* Gabriel Gonzalez – BOD Member
* Kandy Zappa-Sanchez – J4NG HR Director
* Rene Cantu – Executive Director
* Dennis Perea, Director of Finance & Operations

1. **VERIFICATION OF PUBLIC POSTING** – *Jean Irvine*

**4. FIRST PUBLIC COMMENT(S).**

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [**NRS 241.020**](http://www.leg.state.nv.us/NRS/NRS-241.html#NRS241Sec020). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

**5. GENERAL BUSINESS**

1. **For Discussion/Possible Action** – Review and approve minutes from April 30, 2021.
2. Update on Succession Planning
3. Update on Satisfaction Survey
4. Update on No-and-Low-Cost Incentives (created by HR, and to be migrated to Ann Wozniak’s new Communications Plan; note that Ann intends to publish her Comm. Plan in November.)
5. Update on FMLA/NERC/EEOC Issue
6. Update on Breaking Specialists Role into Steps

**6. NEW BUSINESS –** *No Action May Be Taken on New Items until they have been appropriately calendared and posted in accordance with the Nevada Open Meeting Law (Posted 7/27/2021)*

**(1) For Discussion/Possible Action –** Report on letter mailed to Executive Director from the current and former Chairs of the HR Committee, requesting that no raises be offered to staff that push that staff member’s compensation above midpoint without consultation of the HR Chair and Chairman of the Board, at least.

**(2) For Discussion/Possible Action –** Discuss adjusting mix of guaranteed/contingent compensation for top five officers, fairness issue.

**(3**) F**or Discussion/Possible Action –** Report on Attrition

**(4) For Discussion/Possible Action –** Discuss raises, US inflation as of June is 5.4% and 2020 NP raises national average 2.69%, no comparable data for now on just NV NP’s

**(5) For Discussion/Possible Action –** New criteria for promotion and bonus for Alt HS and Juvenile Detention Specialists, fairness issue.

**7. SECOND PUBLIC COMMENT(S)***.*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [**NRS 241.020**](http://www.leg.state.nv.us/NRS/NRS-241.html#NRS241Sec020). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

**8**. **Closing remarks** **– *Dr. Don Asher, Chair***

**9. Adjournment**

|  |
| --- |
| **NOTE:** Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the J4NG, Inc. office, in writing at: 4045 S. Buffalo Drive, Ste. A-101-128, Las Vegas, NV 89147; or should call Patricia Andrews at (702) 683-5195 as soon as possible and no later than close of business on **Tuesday April 17, 2021.**  Supporting public material provided to Board members for this meeting and may be requested from Jean Irvine, Administrative Assistant, Jobs for Nevada’s Graduates Inc., phone number (702) 683-5195, fax (702) 410-8067 as soon as possible and no later than close of business on **Tuesday April 17, 2021.** |

*Anyone desiring supporting material or additional information regarding the meeting is invited to contact the above address and telephone number.*

**Pursuant to Nevada’s Open Meeting Law, NRS 241.020, notice of this meeting was posted *on or before the third day prior to the meeting date* at the following locations:**

***J4NG,*** 6375 W. Charleston, Building L, Room 165, Las Vegas, NV 89147; ***Grant Sawyer Government Building*** 555 E. Washington St. Las Vegas, NV 89101; ***Nevada System of Higher Education*** 4300 Maryland Parkway Las Vegas, NV 89119; ***Nevada System of Higher Education*** 2601 Enterprise Reno, NV 89512; ***State Capitol Building*** 101 N. Carson Ave. Carson City, NV 89701.

Pursuant to NRS 232.2175, said agenda and notice have been posted on Jobs for Nevada’s Graduates (J4NG), public website at: <http://j4ng.org/news-events/> and on Nevada’s Public Meeting website at: <https://notice.nv.gov/>.