

GENEDGE Board of Trustees
HR & Compensation Committee Virtual Meeting
March 1, 2023, 11:00 AM – 12:00 PM
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Committee Members Present

Abdelkarim Moharram
Dr. Kristen Westover

Committee Members Absent

Gabriel LaMois

Others Present: Mr. Bill Donohue, Mr. Teddy Martin, and Ms. Valerie Simpson. No one from the public choose to attend this meeting.

~Call to Order~

Mr. Moharram called the meeting to order at 11:05 AM and thanked everyone for joining.

~Issue~

To review proposed changes to the GENEDGE Performance Management System FY2024.

~Discussion~

Mr. Donohue began by giving a brief overview of the plan stating that the updated plan becomes effective July 1, 2023.

Next Mr. Martin presented the proposed changes to the System Components which are 1) Base Salary, 2) Benefits, 3) Performance Review and Merit Pay, 4) Individual Development Plan, and 5) Incentive Plan.

Mr. Martin next presents the proposed changes to the board stating that while there were no changes to the Base Salary and Benefits, there are proposed changes to the Performance Review and Merit Pay. 1) Individual goals are normally established each year during the first quarter via a series of team meetings, the proposed change is to establish the goals now during the fourth quarter. 2) We clarified that the fifth goal will be aligned with the employees Individual Development Plan (IDP). 3) The Chairperson of the HR & Compensation Committee selects and chairs a Board of Trustees panel that conducts an annual performance review of the Executive Director. The proposed change is to complete the review 60 days after the conclusion/processing of employees' reviews. 4) Individuals are responsible for beginning their individual performance review process by providing

a self-assessment to their immediate supervisor before the close of the fiscal year instead of after the close of the fiscal year. 5) The wording “Merit pay increases retroactive to July 1st are targeted for payout September 16” is proposed to be removed.

Mr. Martin concluded by informing the board of the proposed change to the Individual Development Plan (IDP). The proposed change is to state the IDP cycle will be completed in June.

Mr. Moharram made a motion for a voice vote and the proposed changes were accepted and approved. Mr. Donohue stated that a report of the HR and Compensation Committee meeting will be given to the full board at the March 17, 2023, meeting.

~Adjournment~

Mr. Moharram and Mr. Donohue expressed their gratitude to all in attendance and thanked them for their input and the meeting was adjourned.