

**CareerSource Pinellas
Ad Hoc CEO/Counsel Committees Minutes**

Date: August 8 2019 – 3:30 PM

Location: 13805 58TH Street North, Clearwater, FL, 33760

Call to Order

Board Chair Karla Leavelle called the joint meeting to order at 3:30pm. The following members participated, from both the Compensation Committee and the newly established Ad Hoc CEO/Counsel Selection Committee.

Committee Members in attendance

Commissioner Pat Gerard, Karla Leavelle, Russell Leggette, Mike Meidel.

Staff Present

Jennifer Brackney and Luna Clarke.

Action Item 1 – Approval of Minutes—07/16/2019 Meeting

The minutes from the joint meeting of the Ad Hoc CEO/Counsel and Compensation committees were presented for approval.

Motion: Commissioner Gerard
Second: Russell Leggette

The minutes were approved as presented. No further discussion. The motion carried.

Action Item 2 – CEO Employment Contract – Jennifer Brackney

On October 31, 2018, The Board of Directors approved a 1-year employment contract for Jennifer Brackney, as the CEO of CareerSource Pinellas. The contract stipulates:

“The Employer shall provide Employee with written notice at least 60 days prior to the expiration of the Term (the “Notice Date”) if the Employer has made a decision as of the Notice Date to initiate a formal search to replace Employee in her capacity as Chief Executive Officer of the Employer at the end of the Term.” On February 6, 2019, the Board of Directors approved the CEO performance appraisal, which provided the annual goals, initiatives, actions to be taken and metrics. The document was intended to be utilized toward the end of Ms. Brackney’s contract and would allow the Board of Directors to review a full year of performance. Attachment: The CEO performance appraisal has been completed by Ms. Brackney, to include her achievements during her time as CEO. On August 5, 2019 the members of the Ad Hoc CEO/Counsel Committee submitted their ratings and comments of the CEO’s performance appraisal. Ms. Brackney also included her responses to the feedback. The consolidated document is enclosed for your review.

Motion:	Mike Meidel
Second:	Commissioner Gerard

The Ad Hoc CEO/Counsel Selection Committee recommended entering into negotiations to renew the employment contract of Jennifer Brackney as CEO of CareerSource Pinellas. The motion carried unanimously.

Discussion: Committee members verified that the CEO Performance Appraisal would be presented to the full board of directors for their review and input at the 8/16/2019 meeting. The Board will vote on whether or not to accept the recommendation of the Ad Hoc Committee to renew the employment contract for Jennifer Brackney as CEO. Additionally, the Board of County Commissioners will be voting on this particular item at their August 20th meeting. Members praised Ms. Brackney for her performance this past

year in the role of CEO of CareerSource Pinellas. They commended her for her leadership, professionalism, for encouraging transparency and collegiality.

The Ad Hoc CEO/Counsel Committee also recommends that the Board of Directors considers renewing the employment contract for a multi-year term.

Motion:	Mike Meidel
Second:	Commissioner Gerard

The Ad Hoc CEO/Counsel Selection Committee recommends renewing Jennifer Brackney's employment contract for a multi-year term. The motion carried unanimously.

Other Administrative Matters: JoAnne Lentino is the school member chosen to serve on the CSPIN board of directors. She will be a member of this Ad Hoc CEO/Counsel Committee beginning in September.

Public Comments: None

Committee Members Comments: None

Adjournment

The meeting was adjourned at 3:44PM.