

MEETING NOTICE

TO: Human Resources Committee Members

Geri Brown
Janice Dixon
Zachary Landry

Peggy Paul
Richard Potier

FROM: Deidre Ledbetter, Chairperson

DATE: December 7, 2017

RE: Monthly Human Resources Committee Meeting

The SMILE Community Action Agency's Human Resources Committee will meet:

Date: Monday, December 11, 2017

Time: 6:00 p.m.

Location: St. Martin CAC
2097 Terrace Road
St. Martinville, LA 70582

Please plan to attend. If you are not able to attend, please contact Ms. Chaisson-Pitre, (T) Director of Human Resources at (337) 408-2544.

Thank You!

HUMAN RESOURCES COMMITTEE MEETING
St. Martin Community Action Center

Agenda
December 11, 2017
6:00 p.m.

- I. Call to Order

- II. Prayer

- III. Roll Call

- IV. Unfinished Business
 - a. Step Increase

- V. New Business
 - a. LWC – Labor Law Seminar – Wed., Dec. 6th
 - b. Personnel Actions

- VI. Announcement
 - a. Final Equal Opportunity Trainings – Fri., Dec. 15th and Sat., Dec. 16th
(*both trainings at 9:00 a.m.*)

- VII. Adjournment