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# February 2022 Personnel Committee Meeting Minutes

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## Call to order

A meeting of the Personnel Committee of Rappahannock Area Community Services Board was held at River Club on **February 8, 2022**. Attendees included Linda Ball, Matt Zurasky, Greg Sokolowski, Susan Gayle, Melissa White, Lawrence Davies, Carol Walker, Brandie Williams, Tina Cleveland, Joe Wickens, Michelle Runyon, Jane Yaun, Amy Umble, Stephanie Terrell, and Teresa McDonnel. Members not in attendance included Linda Carter, Nancy Beebe, and Ken Lapin.

## January 2022 EEO Report and Recruitment Update

Michelle Runyon told the Committee that RACSB received 76 applications through January 31, 2022. This is a decrease of 20% compared to the month of December 2021, and a decrease of 4% when compared to the month of January 2021. RACSB received 528 resumes through Indeed for January 2022. There are currently 106 open positions.

Melissa White stated that Caroline County Public Schools has a “Life Ready Day” that allows for students to speak with employers regarding jobs once they have completed their high school degree. Michelle Runyon stated that she would be glad to come speak regarding positions available at RACSB.

### **ATTACHMENT I**

## January 2022 Retention Report

Michelle Runyon reported that Human Resources processed a total of 11 employee separations for the month of January 2022. Some of the reasons given were other employment, personal reasons, moving, and job abandonment. The retention rate was 98.17%.

### **ATTACHMENT II**

## Adjournment

The meeting adjourned at 1:17 p.m.