



Personnel Report for FY 2023  
May 2022 to April 2023

The Personnel Committee (President Lucy Hospodarsky and Vice President Janell Cleland) completed the Executive Director evaluation, with input from the Board. The Executive Director also completed a self-evaluation using the same form. They met with the Executive Director to present the evaluation.

We have increased staff to 16 employees, reflecting growth in our Health Equity programming. The breakdown is 3, non-IMRF eligible (\*) part time staff, 2 IMRF eligible (\*) part time staff and 11 full time employees. Grants and private donations fund the additional staff/augmented hours that cannot be covered by our operating budget (from tax revenues and the annual Per Capita Grant). Our bookkeeper's hours continue to expand to approximately 30 hours/week due to the bookkeeping required to effectively manage the growing number and monetary value of the grants.

The Executive Director and Associate Director completed the annual evaluations for staff, managing some unique challenges throughout this year. As a result of Carmen's recruiting and leadership our staff is enthusiastic, hard-working, passionate, innovative, and always friendly and customer-focused. They are truly a reflection of the professionalism that both Carmen and Laura model.

We continue our relationship with our IT consultant.

\*IMRF eligibility threshold is working equal to or over 1000 hours per year. A non-eligible IMRF employee could become eligible after the beginning of the year if the person's hours consistently change to a level that would place them at 1000 hours per year for the remainder of the year.