

## **Citizen's Budget Review Committee**

### **Minutes**

**Thursday, September 28th, 2023 at 3:00 pm**

**Florida Room, Building C, 3rd Floor  
Government Center, 2725 Judge Fran Jamieson Way, Viera**

#### **Call to Order**

**The regular meeting of the Citizen's Budget Review Committee was called to order at 3:02 pm on Thursday, September 28, 2023 at the Government Center, 2725 Judge Fran Jamieson Way, Viera.**

#### **Roll Call**

- a) Sign-in sheet was circulated among the attendees.**
- b) Present:**
  - 1. D2 – Stephen Burdett**
  - 2. D1 – Steve Holmberg**
  - 3. D3 – Kevin Gholston**
  - 4. D4 – Peter Fusscas**
  - 5. Jerry Visco – Director Human Resources Department**
  - 6. Melissa Powers – Assistant Director Human Resources Department**
  - 7. Jill Hayes – Budget Office Director**
  - 8. Boris Soudakoff – Budget Office Administrative Assistant**
- c) Absent:**
  - 1. D5 – Vacant**

#### **Approval of minutes from last meeting.**

**Minutes approved from the previous meeting on June 22, 2023.  
Motion passed 4-0 with no specific comment.**

## Open Issues

### A. Human Resources Department Presentation

A presentation was given to the Committee on the Hiring Process, the Recruiting and Retention Process, which focused on:

- HR/BOCC Personnel Review
- Hiring Process
- Recruiting/Retention
  - Overall State of Labor Market
  - Recruiting and Retention Efforts
    - Job Postings
    - Vacancies
    - Retention Initiatives
      - Comp and Benefits
      - Employee Development
      - Executive Leadership Institute (ELI)
      - Succession Planning
      - Career Ladders

A copy of the presentation will be sent to the Committee Members.

## New Business

### A. Annual Report – Review and Defining 2023-2024 Goals

The Committee passed the motion 4-0 on the two following goals:

- Evaluate the Facilities Building and Maintenance program.
- Review the Parks and Recreation Department.

The Committee passed the motion 4-0 on the following recommendations and suggestions to the Board:

- Suggestion of the concept of a Fee Holiday to waive permit fees - like the 90-day fee waivers resulting from Hurricanes Ian and Nicole.
- Recommendation that the Project Database, developed by Public Works and Information Technology, be shared and consideration be made for other departments to use this as a tool for managing and tracking CIP projects. Recommend that the internal auditors review projects and evaluate the database for effectiveness.

## **B. Motion made by Peter Fuscass**

**Any member can request to invite someone to testify on a subject. An e-mail would go out to all members, and if there is no negative response, that person can be invited to come in.**

**Budget Director states the motion will be forwarded to County Attorney's Office for legal review.**

## **C. Next Meeting Date**

**The next meeting date has been approved as Thursday, March 21, 2024 at 3:00pm in the Atlantic Room.**

## **Public Comments**

- **N/A**

## **Adjournment**

**Meeting adjourned at 5:12pm**