SOLID WASTE AUTHORITY
CITIZENS’ ADVISORY COMMITTEE
APRIL 5, 2023
1:30 P.M.

PRESENT:
John Gentithes, Chair (At-Large)
Lori Vinikoor, Vice Chair (District 5)
Rafael Amaro (District 3)
Robbie Littles (District 7)
Dee Sabers (At-Large)
Byron Lasseter (At-Large) Arrived at 1:37 PM
Jeffrey Blank (At-Large)

ABSENT:
Donald Foster (District 2)
Arnie Straus (District 4)
Ray Maher (District 6)

STAFF:
Dan Pellowitz, Executive Director
Mike Jones, Legal Counsel
Paul Dumars, Chief Financial Officer
Colleen Robbs, EBO Director
Paul Gonsalves, CIS Director
Patrick Carroll, Chief Operating Officer
Mary Beth Morrison, Environmental Programs Director
Kathy Levas, Acting Clerk

Chair, John Gentithes, called the Citizens’ Advisory Committee meeting to order at 1:30 PM in the Solid Waste Authority’s Auditorium located at 7501 North Jog Road, West Palm Beach, Florida.

ROLL CALL
Acting Clerk called the roll and noted a quorum was present.

PLEDGE TO THE FLAG
The Chair led the Pledge of Allegiance to the flag.

ELECTION OF OFFICERS
Chair Gentithes called for nominations for Chair.
ELECTION OF OFFICERS, cont.

MOTION BY LORI VINIKOOR TO NOMINATE JOHN GENTITHESES FOR CHAIR, SECONDED BY DEE SABERS AND CARRIED WITH A 6-0 VOTE (Mr. Foster, Mr. Straus, Mr. Maher, and Mr. Lasseter absent).

Chair Gentitheses called for nominations for Vice Chair.

MOTION BY JOHN GENTITHESES [passed the gavell] TO NOMINATE DEE SABERS FOR VICE CHAIR, SECONDED BY JEFFREY BLANK AND CARRIED WITH A 6-0 VOTE (Mr. Foster, Mr. Straus, Mr. Maher, and Mr. Lasseter absent).

CAC MINUTES

MOTION BY DEE SABERS TO ACCEPT THE CAC MINUTES FROM FEBRUARY 1, 2023, AS PRESENTED, SECONDED BY ROBBIE LITTLES AND CARRIED WITH A 6-0 VOTE (Mr. Foster, Mr. Straus, Mr. Maher, and Mr. Lasseter absent).

CONSENT AGENDA

Item 5.a Sole Source Procurements
Item 5.b Extension of Insurance Consultant Services for Employee Benefits Program Agreement #20-205
Item 5.c Designated Facility Authorization for the Waste Management Inc. of Florida (WM) Facility known as WM Recycling Deerfield (Facility) in Deerfield Beach, Florida
Item 5.d Recommendation and Award of Contract for Providing Professional Consulting Services for the Solid Waste Authority of Palm Beach County’s Indenture of Trust

MOTION BY DEE SABERS SUPPORTING CONSENT AGENDA [Receive and file.], SECONDED BY LORI VINIKOOR AND CARRIED WITH A 7-0 VOTE (Mr. Foster, Mr. Straus, and Mr. Maher absent).

NEW BUSINESS

Item 9.A.1 2022 Salary Survey Final Report

Mr. Pellowitz presented the findings of the Solid Waste Authority’s 2022 compensation study including the provided recommendations and discussed the Authority’s current pay plan and compensation structure. He emphasized current challenges in recruiting and retaining employees in critical positions as well as the necessity for being able to attract and retain quality employees.

At the time of the study, findings concluded that the Authority’s salary ranges were:

- approximately 9.3 percent below the total market minimum;
- approximately 4.3 percent below the total market midpoint; and
- approximately 0.6 percent below the total market maximum.
NEW BUSINESS, cont.

Based on the provided recommendations, Mr. Pellowitz discussed the Authority’s own analysis and recommendations. Highlights include:

- approval of the immediate reclassification of 13 positions indicated as well below market for competitiveness and internal equity;
- deferral of decision to address across-the-board below market minimums until 2024 budget discussion in June;
- approval to continue small scale salary surveys as needed;
- authorization to complete a full study every five to seven years; and
- approval to maintain current policies that reflect study recommendations.

Discussion took place regarding the high cost of employee turnover and what, if any, incentives could be considered to attract qualified job candidates with a suggestion to discuss the option for a sign-on bonus with the Board.

Different methods of recruiting were discussed.

Staff would be monitoring the situation and would advise the Board if additional measures were needed.

Mr. Pellowitz added that the solid benefits program offered by the Authority was worthy of noting and that training opportunities within the Authority was another option being considered to fill needed positions such as equipment operators.

MOTION BY LORI VINIKOOR SUPPORTING STAFF’S RECOMMENDATION [1] Approve Staff Recommendation 1A and authorize the Executive Director to make the pay classification and salary adjustments immediately to employees’ salaries in the thirteen (13) positions identified with a total budget impact of $258,526 for the remainder of FY 2023 and an annual impact of $564,056. 2) Approve Staff Recommendations 1 and 2, and direct staff to provide alternatives to address the below-market minimums in June as part of the FY 2024 budget discussion. 3) Approve Staff Recommendations 3 through 7], SECONDED BY JEFFREY BLANK AND CARRIED WITH A 7-0 VOTE (Mr. Foster, Mr. Straus, and Mr. Maher absent).

Item 9.G.1  Equal Business Opportunity Program’s Annual Report – Fiscal Year 2022

Mr. Dumars summarized the establishment of the Equal Business Opportunity office and introduced its Director, Ms. Colleen Robbs, who presented the program’s FY 2022 annual report outlining current achievements. Implementation of program policy remains a model of diversity in procurement and contracting. Core responsibilities of the program include:

- outreach;
- vendor registration and management;
- contract compliance and reporting;
- Small Business Advisory Committee support; and
- guidance to technical assistance providers and resources.
NEW BUSINESS, cont.

MOTION BY LORI VINIKOOR SUPPORTING STAFF’S RECOMMENDATION [Receive and file.], SECONDED BY DEE SABERS AND CARRIED WITH A 7-0 VOTE (Mr. Foster, Mr. Straus, and Mr. Maher absent).

COMMENTS BY STAFF

Mr. Pellowitz mentioned the challenging legislative session this year especially with regard to a particular solid waste bill that would have had a significantly negative impact on the Authority. Thanks were extended to those who pushed back on this bill with special thanks to CAC member, Lori Vinikoor, for her part in writing to the sponsors of the bill.

CONFIRMATION OF NEXT MEETING: June 7, 2023

MEETING ADJOURNED: 2:47 PM

ATTEST:

[Signature]
John Gentithes, Chair

[Signature]
Kathleen A. Levas, Acting Clerk
# ATTENDANCE LIST

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Next scheduled meetings:
June 7, 2023
August 16, 2023
October 4, 2023
December 6, 2023