

**TOTAL COMMUNITY ACTION, INC.**  
**PERSONNEL COMMITTEE**  
**1420 S Norman C. Francis Parkway**  
**December 12, 2022**  
**12:00NOON.**  
**AGENDA**

- |       |   |                                       |
|-------|---|---------------------------------------|
| I.    | Call to Order   | Mrs. Connie Andry, Chairperson        |
| II.   | Roll Call   | Ms. Carol Lofton, Executive Assistant |
| III.  | <b>ADOPTION OF AGENDA</b>   |                                       |
| IV.   | Human Resource Profile  | Ms. Keiona White                      |
| V.    | Human Resource Tiger Team <ul style="list-style-type: none"><li>• Employee Handbook Review</li></ul>  | Mr. Glenis Scott                      |
| VI.   | CEO Agenda <ul style="list-style-type: none"><li>A. Workforce Development Resources</li><li>B. Transformational Change Initiative</li></ul> | Mrs. Thelma H. French                 |
| VII.  | TCA Holiday Schedule ( <i>Action Item</i> )   |                                       |
| VIII. | Adjournment   |                                       |