



CONFERENCE OF ALLEGHENY PROVIDERS

**HR CAP Committee Meeting Minutes
Tuesday January 31st, 2023, 1pm**

Members present: Sherry Brill, Chartiers Center- Committee Chair, Doug Clewett-Easter Seals, Alana Delaney- Family Resources, Eric Ziegler-Residential Resources, Jennifer Pavilsko- Emmaus, Judy Muller- Transitional Services, Rosann Linza- Life's Work, and Willette Walker- Mainstay Life Services

- 1) Welcome and Introductions
- 2) Meetings- frequency and timing- we decided the group would meet monthly. Each month we will rotate between the last Tuesday of the month at 1pm and the last Thursday of the month at 1pm. Our committee will meet virtually and in-person on a quarterly basis.
- 3) Committee Contact list- we discussed creating a contact list for the group including contact information and also a small excerpt about what services your agency provides. We will compile a list and email it out to the group.
- 4) Committee Goals- We discussed some things we wanted to focus on as a committee.
 - a. Recruitment and Retention- As most organizations are struggling, we discussed looking for ways to increase recruitment. One suggestion was to have a collaborative hiring event in person. CAP has done something like this in the past and most feel it was successful.
 - b. Diversity, Equality and Inclusion- We all agreed and wanted to focus on DEI. We discussed ways of developing and improving efforts within our organizations. Alana Delaney from Family Resources volunteered to have her Diversity, Equity and Inclusion Director, Robert Ware, be a guest speaker at our next meeting. He is going to discuss their DEI plan and how they implemented the plan.
- 5) Members who were not registered for the CAP website and anyone who wanted to be on the email list for CAP were going to email me and let me know and I would pass along that information.

We are looking for additional members from CAP that would be interested in joining the HR Committee. If interested please contact Sherry Brill (sbrill@chartierscenter.org or 412-221-3302 x127)

Our next meeting will be Tuesday February 28th, 2023 at 1pm.