

**GOLDEN GATE COMMUNITY CENTER ADVISORY BOARD  
MEETING MINUTES  
01/04/2021**

**Advisory Board Members Present:**

**Ms. Kaydee Tuff, Chairman**

**Mr. Ernie Bretzmann, Advisory Board Member**

**Mr. Willie Brice, III – Advisory Board Member**

**Ms. Cecelia Zenti - Advisory Board Member**

**Also Present:**

**Mr. Aaron Hopkins, Regional Manager, Parks and Recreation Division**

**Mr. Ray Coriano, Supervisor, Golden Gate Community Center**

- I. **Call to Order:**  
Ms. Tuff called the meeting to order at 6:00 p.m.
- II. **Attendance/Establish a Quorum**  
Roll call was taken, with a quorum established.
- III. **Approval of Agenda**  
*Ms. Zenti entered a motion to approve the meeting agenda. The motion was seconded by Mr. Bretzmann. All members were in favor. The motion was carried.*
- IV. **Approval of Minutes**  
Mr. Bretzmann entered a motion to approve the minutes as presented. Mr. Brice seconded the motion. All members were in favor. The motion was carried.
- V. **Public Comments**  
There were no members of the public present at the meeting.
- VI. **Old Business**
  - a. **Golden Gate Community Center Supervisor Position:** Mr. Wills Celestin was the candidate originally selected for the Community Center Supervisory position; however, Mr. Celestin ultimately withdrew his acceptance, unable to comply with providing all necessary information to Human Resources prior to the required start date of January 4, 2021. The Supervisory position was subsequently offered to the next most qualified candidate, Mr. Ray Coriano, who has accepted and will begin in his new position, effective Saturday, January 9, 2021. Mr. Hopkins will be working closely with Mr. Coriano over the next several months to ensure his success. Community Center Staff has been notified of Mr. Coriano's appointment.  
  
Mr. Brice reiterated his suggestion of career development training for the internal candidates who did not win the position, to prepare them for future opportunities within the Division. Ms. Tuff noted the benefit of having a cross-trained individual(s) who could also cover the Supervisor position when Mr. Coriano is on vacation or otherwise unavailable. Ms. Tuff further noted the Program Leader vacancy created by Mr. Coriano's promotion, which will need to be filled. Mr. Hopkins stated a job description will be created and posted on the County website. The Program Leader position will be open to internal and external candidates. Mr. Hopkins and Mr. Coriano will select panel members to participate and assist in the interview process.
- VII. **New Business**
  - a. **Program Leader:** A Program Leader position, responsible for supervising the Wheels/BMX Skate Park facility also remains available.

The position has been advertised for several months, without successfully identifying a qualified, experienced candidate. A focus on a candidate's enthusiasm and commitment to learning the job specifics may ultimately lead to the selection of the right candidate. Mr. Hopkins and Mr. Coriano will work together to select panel members who will participate in the interview process and candidate selection.

- b. Key Staff:** Effective October 1, 2020, the Board of County Commissioners approved a contract with Key Staff, who will be responsible for supplying and employing all County part-time/job bank staff. There are currently five part-time staff members whom Mr. Coriano will supervise at the Community Center, however who are now employed by Key Staff. Key Staff employees are required to punch in and out on their smartphone, which Mr. Coriano will monitor.

Mr. Hopkins is the liaison representing the Parks and Recreation Division with Key Staff. Ms. Tuff inquired as to whether there is any impact on service with this administrative change. Mr. Hopkins noted a seamless transition, without an immediate impact on business as usual. It was noted by Mr. Coriano that part-time employees affected by this change have expressed concerns of no longer feeling a part of the team. Specific challenges associated with replacement of employees when they leave are undetermined, however recruitment by Key Staff of technically proficient candidates may pose a potential problem. Mr. Bretzmann noted a potential pool of qualified candidates currently or formerly employed by the YMCA, however which must now be referred to Key Staff instead, who could also refer these candidates elsewhere. Key Staff is contractually required to notify the County within 48 hours whether a vacancy can be filled. It was noted that Key Staff has recently opened a local office in Ft. Myers, which may limit their employee pool at this time. If Key Staff is unable to fill the position, the request will be forwarded to a secondary staffing company. Summer camp part-time employees will be provided by Key Staff, however, may also be hired by the County as seasonal employees, through the summer only. Individuals may then choose to transition to Key Staff following seasonal employment. Mr. Brice noted that a process of notification to Key Staff is necessary in the event the level of service drops with this new process.

#### **VIII. Member Comments**

+Ms. Zenti stated that Comcast is offering a promotion which provides free WIFI to community centers to accommodate virtual learning in the pandemic environment. It was noted by Mr. Hopkins that all WIFI service must be approved through the County IT Department. The Community Center is currently hard wired and WIFI compatible to accommodate virtual learning, with the possibility for WIFI boosters, if necessary.

**IX. Adjournment**

There being no further business to discuss, a motion to adjourn the meeting was entered by Ms. Zenti. The motion was seconded by Mr. Brice. All members were in favor. The meeting was adjourned.

**Golden Gate Community Center Advisory Board**

A handwritten signature in cursive script, reading "Kaydee Tuff", is written over a horizontal line.

**Ms. Kaydee Tuff, Chairman**

These minutes approved by the Board/Committee on 2/1/21 as presented, or as amended \_\_\_\_\_.

**Next meeting, February 1, 2020 at 6:00 p.m.  
Collier County Golden Gate Community Center  
4701 Golden Gate Parkway, Conference Room "C"  
Naples, FL**