

DRAFT
Governance Committee Meeting
Wednesday, January 15, 2020 / 2:00 p.m.

MINUTES

MEMBERS PRESENT: Richard Sweat, Orlando Alancastro, Steve Ball, John Gill, Jeff Hayward, and Eric Jackson

MEMBERS ABSENT: Rick Walsh and Mark Wylie

STAFF PRESENT: Pam Nabors, Lisa Burby, Steven Nguyen, Michelle Tincher, and Crystal Lee

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr.Sweat, Committee Chair, called meeting to order at 2:05 p.m.	
2	Roll Call / Establishment of Quorum Ms. Burby reported a quorum present.	
3	Public Comment None Offered.	
4	Action Item: <u>Approval of Minutes</u> <ul style="list-style-type: none"> • Reviewed draft minutes from 11/20/19 Governance Committee meeting (attachment). 	Mr. Gill approved the minutes from the 11/20/19 Governance Committee Meeting. Mr. Jackson seconded; motion passed unanimously.
5	Information	
	<u>Board Member Engagement – Proposed Metrics</u> <ul style="list-style-type: none"> • Reviewed proposed metrics for board engagement (attachment). <ul style="list-style-type: none"> ○ Committee feedback: <ul style="list-style-type: none"> – Utilize the board engagement scorecard and establish a baseline for this FY. <u>Bylaws – Review</u> <ul style="list-style-type: none"> • Reviewed current Bylaws (attachment). <ul style="list-style-type: none"> ○ Committee feedback: <ul style="list-style-type: none"> – After discussion and input, Committee recommended that Ms. Nabors and Mr. Ball meet to red-line the Bylaws for the Committee’s further review and comments. This may include updating language in the Bylaws based on pending state legislation getting passed and approval of upcoming WIOA plan. 	<p>Mr. Gill made a motion to move to Board for approval the board engagement metrics, as presented. Mr. Jackson seconded; motion passed unanimously.</p> <p><i>Staff to provide a 1st report on FY 19-20 Board Engagement metrics at the next Governance Committee meeting.</i></p> <p><i>Ms. Nabors and Mr. Ball to work together updating/redlining Bylaws for the Committee’s further review.</i></p> <p><i>Staff to include on the 2/11/20 Audit & Finance Committees’ joint meeting agenda the topic of combining these two committee into one with a Chair and Co-Chair.</i></p>

	<p><u>Enterprise Risk - Updates</u></p> <ul style="list-style-type: none"> Mr. Nguyen provided Enterprise Risk updates and the Enterprise Risk Committee's upcoming schedule on development of policy, strategies, scoring system, and dashboard. 	<p><i>Henceforward, Mr. Nguyen to provide an executive summary on the strategic approach and implementation plan for CSCF's risk assessment. The Committee will provide ongoing counsel and guidance as the plan evolves.</i></p> <p><i>Staff to coordinate legal review of CSCF's Enterprise Risk strategies vs. public records.</i></p>
6	<p>Other Business</p>	<p><i>Ms. Nabors to work with Mr. Sweat on draft slate of officers' recommendations in readiness for Committee's review at its next meeting.</i></p>
7	<p>Adjournment Meeting adjourned at 3:36 p.m.</p>	

Respectfully submitted,

Crystal Lee
Marketing Outreach Coordinator