



**Facilities Ad Hoc Committee Teleconference
Wednesday, April 1, 2020
2:30 p.m.**

MINUTES

MEMBERS PRESENT: Matt Walton, Andrew Albu, Paul Bough, Jim Sullivan, Larry Walter and Fred Winterkamp

MEMBERS ABSENT: Dr. Kathleen Plinske

STAFF PRESENT: Pam Nabors, Leo Alvarez and Kaz Kasal

GUEST PRESENT: John Doran

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Walton, Committee Co-Chair, called meeting to order at 2:31 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.	
3	Public Comment None offered.	
4	Information and Discussion Committee reviewed lease and renewal options for CSCF's Admin and Seminole office locations. Committee concurred renewing both leases would be most viable option, provided lease costs are in line with or lower than current market rates. Additionally, the Committee noted office moves would be disruptive and put a strain on CSCF's service delivery, as the organization continues to contend with the influx of career seekers and businesses in need during the ongoing COVID-19 crisis situation. Committee agreed to have a follow up meeting late May / early June for updates from Mr. Alvarez as he further negotiates the lease renewals.	
7	<u>Other Business</u> None offered.	
8	Adjournment Meeting adjourned at 3:12 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator