



**Draft
Executive Committee Meeting**

Thursday, April 15, 2021, 2:00 p.m.

MINUTES

MEMBERS PRESENT: Mark Wylie, Paul Bough, Jeff Hayward, Eric Jackson, Sheri Olson, Kathleen Plinske, Eric Ushkowitz, Larry Walter, Matt Walton and Jody Wood

MEMBERS ABSENT: Richard Sweat

STAFF PRESENT: Pam Nabors, Mimi Coenen, Leo Alvarez, and Kaz Kasal

GUEST PRESENT: Heather Ramos / GrayRobinson; Kelly Underwood / OneDigital

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Wylie, CSCF Chair, called the meeting to order at 2:02 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment A member of the public, Mr. Mohamed Chaoudi, provided his comments.	
4	Action Items <u>Approval of Minutes – 2/18/21 Executive Committee Meetings</u> <ul style="list-style-type: none"> • Reviewed minutes (attachment). 	Mr. Walter made a motion to approve the draft minutes from the 2/18/21 Executive Committee meeting. Mr. Walton seconded; motion passed unanimously.
5	Information/Discussion /Action Items <u>President’s Report</u> Ms. Nabors provided the following highlights: <ul style="list-style-type: none"> • Legislative updates. • Current CSCF activities. • Sterling updates. <u>Committee Reports</u> <u>Audit</u> Mr. Walter, Audit Committee Chair stated no new updates. Next meeting to be scheduled in the new fiscal year. <u>Career Services</u> Dr. Plinske, Career Services Committee Chair, reported on the following: <ul style="list-style-type: none"> • Met on 3/25/21. • Focus of discussion around expanding training opportunities to include emerging industries to better align with current job opportunities in the region. 	Mr. Hayward made a motion to forward for Board to approve providing greater flexibility in FY 2021-2022 budget by expanding career training opportunities to include emerging markets outside of current structure of six HGI’s (High Growth Industries). Mr. Sullivan seconded; motion passed unanimously.

	<p><u>Community Engagement</u> Ms. Wood, Community Engagement Committee Chair, stated next meeting is scheduled for 5/17/21.</p> <p><u>Facilities Ad Hoc Committee</u> Mr. Walton, Facilities Committee Chair, relayed Facilities Ad Hoc Committee will be meeting in early June to review CSCF's Southeast Orange County Career Center lease, set to expire on 1/31/2022.</p> <p><u>Finance Committee</u> Mr. Ushkowitz, Finance Committee Co-Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 4/13/21. • Reviewed financials through 2/28//21. • Reviewed Retirement Plan updates and approved proposed fee reduction and adding a mid-cap growth investment fund. • Approved mid-year budget adjustment. • Reviewed 2021-2022 budget timeline. • Reviewed CSCF's health benefits renewal plan options, and staff recommendations for dental/vision, and life/disability. <p><u>Governance</u> Ms. Nabors, on behalf for Mr. Sweat, Governance Committee Chair, stated next meeting is scheduled for 5/12/21.</p> <p><u>Revenue Diversity Ad Hoc</u> Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, reported on the following.</p> <ul style="list-style-type: none"> • Met on 3/24/21. • Reviewed Year-to-date progress. • Discussed Ticket-To-Work strategies to bolster program and increase funds. • Reviewed Summer Youth Sponsorship outreach strategies. • Focus on increasing business investment: convening key stakeholders for roundtable discussions to gain insight from businesses and determine ways to best leverage industry investments. <p><u>4/23/21 Board Meeting & Retreat Agenda</u></p> <ul style="list-style-type: none"> • Reviewed agenda for 4/23/21 Board Meeting. 	<p>Mr. Walter made a motion for staff to continue negotiations with Cigna and Florida Blue and select a health benefits carrier for CSCF with a not to exceed increase of 10%. Mr. Ushkowitz seconded; motion passed unanimously.</p> <p>Mr. Ushkowitz made a motion to approve MetLife for dental and vision, and The Harford for Life and Disability coverage. Mr. Walton seconded; motion passed unanimously.</p>
6	<p>Other Business</p> <ul style="list-style-type: none"> • Committee provided updates of their organizations during ongoing pandemic environment 	
7	<p>Adjournment Meeting adjourned at 3:00 pm.</p>	

Respectfully submitted,

Kaz Kasal, Executive Coordinator