



**Community Engagement Committee Meeting  
Monday, May 13, 2019, 2:30 pm**

**MINUTES**

**MEMBERS PRESENT:** Jody Wood, John Gyllin, Mark Havard, Sheri Olson, Roger Pynn, Jane Trnka and Wayne Weinberg

**MEMBERS ABSENT:** Rick Walsh

**STAFF PRESENT:** Pam Nabors, Mimi Coenen, Lisa Burby, Kristine Concepcion, Anthony Adams and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> Ms. Wood called the meeting to order at 2:33 pm.	
2	<b>Roll Call / Establishment of Quorum</b> Ms. Kasal reported quorum present.	
3	<b>Public Comment</b> None offered.	
4	<b>Action Items</b> <u>Approval of 1/14/19 Minutes</u> Reviewed minutes from 1/14/19 Meeting.	<b>Dr. Gyllin made a motion to approve the minutes from the 1/14/19 Community Engagement Committee meeting. Ms. Trnka seconded; motion passed unanimously.</b>
5	<b>Information</b> <u>Strategic Communications Update (attachment)</u> <ul style="list-style-type: none"> <li>Reviewed performance measures – meeting/exceeding in all areas except two areas which involve Human Resources department. Recently hired Ms. Dyana Burke, VP of Human Resources, will be focusing in these areas to include employee satisfaction survey launch.</li> <li>Reviewed internal and external communication activities, board engagement, niche market study, website redesign, customer relationship management platform (CRM), outreach campaigns, and collateral.</li> <li>Reviewed budget updates, Q4 and 2019-2020 priorities and timelines, as well as FY 19-20 budget, which will be reviewed at the 5/21/19 Budget Workshop.</li> </ul>	
6	<b>Insight</b> <u>Board Retreat/North Star Priorities</u> <ul style="list-style-type: none"> <li>Ms. Nabors referenced the artwork/visual summary of the 4/25/19 Board Retreat (attachment). The Committee concurred the Retreat was very interactive and engaged in a more cohesive and focused way. The Board identified attributes of the “CareerSourcer” culture as CSCF rejuvenates and repositions its vision towards the future (2025).</li> </ul>	
7	<b>Adjournment</b> <ul style="list-style-type: none"> <li>Meeting was adjourned at 3:58 p.m.</li> </ul>	

Respectfully submitted,  
Kaz Kasal