

Executive Committee Meeting

Thursday, June 16, 2022, 2:00 p.m.

MINUTES

MEMBERS PRESENT: Jody Wood, Andrew Albu, Jeff Hayward, Eric Jackson, Sheri Olson, David Sprinkle, Richard Sweat, Eric Ushkowitz, and Matt Walton

MEMBERS ABSENT:

STAFF PRESENT: Pam Nabors, Mimi Coenen, Leo Alvarez, Becca Bides, Dyana Burke, Lorris Shaban, Sean Masherella, and Kaz Kasal

GUEST PRESENT: Heather Ramos, Todd Pittenger / GrayRobinson; Jane Callahan / Dean Mead

Agenda Item	Торіс	Action Item / Follow Up Item
1	Welcome Ms. Wood, CSCF Chair, called the meeting to order at 2:03 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment None offered.	
4	 <u>Approval of Minutes – 4/22/22 Executive Committee Meeting</u> Reviewed minutes (attachment). 	Mr. Walton made a motion to approve the draft minutes from the 4/22/22 Executive Committee meeting. Mr. Jackson seconded; motion passed unanimously.
5	 Information/Discussion / Action Items <u>Chair's Report</u> Ms. Wood relayed: Attended Chairs Alliance Meeting on 6/8/22. Received status on Regional Workforce Boards' reassessment, and update on framework for new grading system. 	Mr. Albu made a motion to approve recommendation from CSCF's corporate attorney, GrayRobinson, to allow staff the ability to terminate contract with Summit effective 6/17/22 and potentially seek for damage recovery. Mr. Walton seconded; motion passed unanimously.
	 President's Report Ms. Nabors, CEO, reviewed the following: Relayed updates on CSCF, and state level activities. Relayed legal item regarding contract and service delivery issues with a vendor. 	
	Committee Reports Audit Ms. Olson, Audit Committee Chair, stated no reports. Career Services Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 5/19/22 and reviewed scorecard through 3/31/22. Committee also approved:	



- Updated Charter to include wording regarding reviewing non-DEO funds.
- Staff request for some occupations to be added back on Local Demand Occupations List.
- Two New Training Providers.
- Continuing Training Providers and new programs.

Community Engagement

Mr. Sprinkle, Community Engagement Committee Chair, stated Committee met on 5/12/22 and reviewed results from the community engagement survey and opportunities where to improve based on the data.

Facilities Ad Hoc

Mr. Walton, Facilities Ad Hoc Committee Chair, reported visiting the Osceola Career Center last month and commented that the Center is very well done. No committee meetings currently scheduled.

Finance Committee

Mr. Ushkowitz, Finance Committee Chair, reported on the following:

- Met on 6/8/22.
- Reviewed financials through 4/30/22.
- Approved FY 2022-2023 Draft Budget. Forwarding to Board for final approval.
- Approved to move to Executive Committee following action items (attachments):
 - Recommendation to select Sage Intaact for CSCF's new Financial ERP system.

Recommendation to select Taylor Hall Miller Parker,
 P.A. for fiscal and programmatic monitoring services.

Ms. Olson made a motion to move to Board's Consent Agenda recommendation for staff to complete contract negotiations and select Sage Intaact as the vendor of choice for CSCF's new Financial ERP system. Ms. Sweat seconded; motion passed unanimously.

Mr. Ushkowitz made a motion to move to Board's Consent Agenda recommendation to complete contract negotiations and select Taylor Hall Miller Parker, P.A. as the vendor of choice for fiscal and programmatic monitoring services. Mr. Walton seconded; motion passed unanimously.



	 <u>Governance</u> Mr. Sweat, Governance Committee Chair, reported on the following: Met on 5/25/22. Approved for Board's final approval proposed Slate of Officers for 2022-2023. Reviewed Board Engagement through 4/30/22. Committee concurred to increase focus on Contribution category. Committee concurred to keep Board Engagement Metrics Goals/KPIs the same for FY 2022-2023. <u>Revenue Diversity and New Markets</u> Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, reported the following: Met on 6/1/22. Reviewed year-to-date results. Reviewed FY 2022-2023 goals. Concurred to move to Executive Committee the following action item (attachment), which now includes feedback from Revenue Diversity & New Markets Committee and Board input from Budget Workshop: Recommendation for the creation for business units 1 and 2 (attachment). 	Mr. Sprinkle made a motion to move to Board for final approval, recommendation for the creation of Business Units 1 and 2, as presented. Ms. Wood seconded, with Mr. Walton opposing; motion passed.
;	Other Business	
	None offered.	
,	Adjournment	
	Meeting adjourned at 3:38 pm.	

Respectfully submitted, Kaz Kasal, Executive Coordinator

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