



Executive Committee Meeting

Tuesday, July 16, 2019, 2:00 p.m.

MINUTES

MEMBERS PRESENT: Mark Wylie, Jeff Hayward, Richard Sweat, Eric Ushkowitz, and Jody Wood

MEMBERS ABSENT: Eric Jackson, Kathleen Plinske, and Larry Walter

STAFF PRESENT: Leo Alvarez and Kaz Kasal

GUEST PRESENT Debbie Clements; Thomas Wilkes/GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Wylie, CSCF Board Chair, called the meeting to order at 2:05 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment None offered.	
4	Approval of Minutes <u>Approval of Minutes – 6/11/19 Executive Committee Meeting</u> <ul style="list-style-type: none"> Reviewed minutes. 	Mr. Ushkowitz made a motion to approve the minutes from the 6/11/19 Executive Committee Meetings. Mr. Sweat seconded; motion passed unanimously.
5	CEO's Annual Review <ul style="list-style-type: none"> Reviewed CEO's performance for Fiscal Year 18-19, utilizing CSCF's online performance management system (PerformancePro). Reviewed salaries of all workforce boards around the state for alignment. Reviewed Ms. Nabors Employment Agreement to ensure recommendation in alignment with contract terms. Reviewed three years of historical merit increases and incentive compensation. The Committee was very pleased with the overall performance by Ms. Nabors in accordance with her annual goals and behavioral competencies. <p>In accordance with current Employment Agreement between Pam Nabors and CSCF, Committee concurred to award an incentive compensation payment and merit increase.</p>	Mr. Hayward made a motion to approve awarding Ms. Nabors an incentive compensation payment equal to 10% of current salary and 5.0% merit increase to base salary. Mr. Jackson seconded; motion passed unanimously.
6	Adjournment Meeting adjourned at 3:00 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator