



**Executive Committee Meeting**

**Thursday, August 13, 2020, 3:00 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:** Dyana Burke and Kaz Kasal

**GUEST PRESENT:** Thomas Wilkes / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> Mr. Wylie, CSCF Chair, called the meeting to order at 3:01 p.m.	
2	<b>Roll Call / Establishment of Quorum</b> Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	<b>Public Comment</b> None offered.	
4	<b>Action Items</b> <b><u>Approval of Minutes – 7/30/20 Executive Committee Meetings</u></b> <ul style="list-style-type: none"> <li>Reviewed minutes (attachment) and noted “June” should be changed to “July” in the title section of the minutes.</li> </ul>	<b>Mr. Walter made a motion to approve the draft minutes, with noted change, from the 7/30/20 Executive Committee meeting. Mr. Hayward seconded; motion passed unanimously.</b>
5	<b>Information/Discussion /Action Items</b> <b><u>CEO’s Annual Review</u></b> <ul style="list-style-type: none"> <li>Reviewed requested data (attachment) on CEO compensation increases with Florida workforce boards similar in size to CSCF. Based on this information, the competitive market assessment conducted by Compensation Resources, and Ms. Nabors FY 19-20 overall performance score of 5, the Committee concurred Ms. Nabors would be in line for a merit increase.</li> <li>Reviewed Ms. Nabors’ 2020-21 performance goals (attachment)</li> </ul>	<b>Mr. Walton made a motion to award Ms. Nabors a 4% merit increase based on CSCF merit increase scale being applied to all employees. Mr. Ushkowitz seconded; motion passed unanimously.</b>  <b>Dr. Plinske made a motion to postpone an incentive award to be discussed again in January 2021. Ms. Wood seconded; motion passed unanimously.</b>
6	<b>Other Business</b> None offered.	
7	<b>Adjournment</b> Meeting adjourned at 3:24 pm.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator