

**Governance Committee Meeting**  
**Wednesday, August 16, 2023 / 3:00 p.m.**  
**MINUTES**

**MEMBERS PRESENT:** Sheri Olson, Dr. Heather Bigard, Keira des Anges and Nicole Martz

**MEMBERS ABSENT:** Jeff Hayward

**STAFF PRESENT:** Pam Nabors, Leo Alvarez, Fabia Diaz and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<p><b>Welcome</b>  Ms. Olson, Committee Chair, called meeting to order at 3:02 p.m. and welcomed attendees including two new committee members: Dr. Heather Bigard and Ms. Nicole Martz.</p>	
2	<p><b>Roll Call / Establishment of Quorum</b>  Ms. Kasal reported a quorum present.</p>	
3	<p><b>Public Comment</b>  None offered.</p>	
4	<p><b>Approval of Minutes:</b>  <u>Approval of Minutes</u></p> <ul style="list-style-type: none"> <li>Reviewed draft minutes from 5/10/23 Governance Committee meeting and noted the year at top of page 1, in title section, needs to be changed from “2022” to “2023” (attachment).</li> </ul>	<p><b>Ms. Martz made a motion to approve the minutes, to include noted change, from the 5/10/23 Governance Committee Meeting. Ms. des Anges seconded; motion passed unanimously.</b></p>
5	<p><b>Information / Discussion / Actions Items</b></p> <p><u>Charter - Annual Review</u></p> <ul style="list-style-type: none"> <li>Reviewed Charter (attachment) and concurred no changes needed at this time.</li> </ul> <p><u>Board Compliance to CSCF’s Bylaws</u></p> <ul style="list-style-type: none"> <li><u>Board Demographics</u>  Reviewed demographics of CSCF Board vs. regional comparison by gender, ethnicity, race, age, and veteran, and how each category trended from PY 2016-2017 to present (attachment).</li> <li><u>Board Seats</u>  Reviewed current composition of CSCF Board and discussed options on the few vacancies looking to fill by mid-year, pending Consortium approval.</li> </ul> <p><u>Board Member Recruitment, Participation, Engagement and Development</u></p> <p><u>Board Engagement (7/1/2022 thru 6/30/2023)</u></p> <ul style="list-style-type: none"> <li>Reviewed PY 22-23 metrics on Board Engagement. Also, reviewed comparison to previous year, which showed</li> </ul>	<p><i>Staff to enlarge regional data on slides next time.</i></p>

	progressively increased engagement over last three years (attachment).	
6	<b>Other Business</b> <ul style="list-style-type: none"> <li>Mr. Nguyen will present a high-level overview of Enterprise Risk Management at the 9/28/23 Board Meeting.</li> </ul>	
7	<b>Adjournment</b> Meeting adjourned at 3:49 p.m.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator