



Executive Committee Meeting

Tuesday, July 17, 2018

9:00 a.m.

MINUTES

MEMBERS PRESENT: Debbie Clements, Greg Beliveau, Eric Jackson, Leland Madsen, Kathleen Plinske, Jody Wood and Mark Wylie

MEMBERS ABSENT: Richard Sweat and Eric Ushkowitz

STAFF PRESENT: Pam Nabors, Leo Alvarez and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Ms. Clements, Board Chair, called meeting to order at 9:04 a.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment None offered.	
4	Approval of Minutes Reviewed the minutes from the 6/12/18 Executive Committee meeting.	A motion was made by Mr. Wylie and seconded by Ms. Wood to approve the minutes from the 6/12/18 meeting. Motion passed unanimously.
5	Information/Discussion/Action Items <u>Procurement of Employment Legal Services</u> <ul style="list-style-type: none"> • Reviewed procurement process (attachment) of Employment Legal Services Request For Quotes (RFQ). • CSCF received responses from Baker & Hostetler, Ford & Harrison, GrayRobinson, and Pierson Biltman. Based on CSCF's review, staff recommends Baker & Hostetler as firm to best meet CSCF's needs. Additionally, Baker & Hostetler is on Chubb's (CSCF's insurance carrier) panel. <u>CEO's Annual Review</u> <ul style="list-style-type: none"> • Discussed the CEO's performance for Fiscal Year 17-18 and concurred to schedule follow up meeting for further discussion and finalization. 	Mr. Wylie made a motion to approve CSCF's recommendation to procure Baker & Hostetler as the firm to provide employment law counsel to CSCF. Mr. Beliveau seconded; motion passed unanimously.
8	Adjournment Meeting adjourned at 9:57 a.m.	

Respectfully submitted,

Kaz Kasal
 Executive Coordinator