



Executive Committee Phone Meeting

**Monday, July 30, 2018
9:00 a.m.**

MINUTES

MEMBERS PRESENT: Debbie Clements, Richard Sweat, Eric Ushkowitz, Jody Wood and Mark Wylie

MEMBERS ABSENT: Greg Beliveau, Eric Jackson and Leland Madsen

STAFF PRESENT: Leo Alvarez

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Ms. Clements, Committee Chair, called the meeting to order at 9:00 a.m.	
2	Roll Call / Establishment of Quorum Mr. Alvarez, CSCF Chief Financial Officer, reported a quorum present.	
3	Public Comment None offered.	
5	CEO's Annual Review & Salary Discussion <ul style="list-style-type: none"> • Reviewed CEO's performance for Fiscal Year 17-18, 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. • Results of review were that Ms. Nabors met or exceeded all her annual goals and obtained a rating of 4.63 out of 5. • In accordance with current Employment Agreement between Pam Nabors and CSCF, Committee approved to award an incentive compensation payment equal to 10% of current salary and a 4.5% merit increase to base salary. 	
8	Adjournment Meeting adjourned at 10:00 a.m.	

Respectfully submitted,

Leo Alvarez
Chief Financial Officer