

Governance Committee Conference Call Meeting

Tuesday, September 17, 2013
8:15 a.m.

MINUTES

MEMBERS PRESENT: Robert Brown, Greg Beliveau, Eric Jackson and Thomas Katheder
MEMBERS ABSENT: Rick Walsh
STAFF PRESENT: Pam Nabors and Kaz Kasal

WELCOME & CHAIR'S REMARKS

Mr. Brown called the meeting to order at 8:15am and welcomed those in attendance.

- Roll Call/Establishment of Quorum
Ms. Kasal reported that there was a quorum present.
- Public Comment
None Offered.

APPROVAL OF MINUTES FROM PREVIOUS MEETING (8/14/13)

After review, Mr. Beliveau made a motion to approve minutes from 8/14/13 Governance Committee Meeting. Mr. Jackson seconded, motion passed.

INFORMATION/DISCUSSION ITEMS

Update on Board Retreat

Ms. Nabors stated that she has been working with Mr. Brewer and the other presenters on the content and flow of the agenda for the upcoming Board Retreat. The key focus will be on forward thinking: what to prioritize and how to effectively align ourselves in current economic environment within this community. Ms. Nabors indicated that Mr. Brewer will be attending the 9/24/13 Board Meeting to briefly speak about the retreat and encourage board members to attend. Currently, two-thirds of the board members indicated they will be attending the retreat. Mr. Jackson asked for the details as to the food and drinks that both he and Ms. Clements offered to sponsor. Ms. Nabors replied that Ms. Kasal will contact them once she obtains further information. Mr. Brown expressed his thanks for Mr. Jackson and Ms. Clements offering to sponsor the food and drinks.

Board and Officer Vacancies

Ms. Nabors stated there are 16 private sector seats on the WCF Board and two of the seats are or will be vacant. Leticia Diaz resigned and she held a private, non-profit seat from education sector. This seat is required by the State and can be represented by any county in our region. The other seat is a private sector seat from Orange County, which will be vacated by Mr. Katheder this fall. Ms. Nabors stated that she spoke with Mayor Jacobs and the Mayor will be working on obtaining potential candidates to bring forward for appointment approval at the Joint Meeting of the Board and Consortium in December 2013.

Ms. Nabors announced that Ms. Brandon has agreed to serve as Board Chair for the remainder of the year, which will begin in October 2013, when Mr. Katheder leaves. Ms. Brandon also relayed that she will not want to continue as Board Chair after June 2014. The Governance Committee concurred to leaving Vice Chair seat vacant for the remainder of the year, and begin working this fall and spring on a slate of officers for the upcoming program year. Mr. Brown asked Ms. Kasal to add the slate of officers' discussion on the agenda for the next meeting. Ms. Nabors added that in the event the Board Chair is not able to attend a Board Meeting, one of the other officers will need to step in and preside over the meeting.

Mr. Brown expressed his thanks to Mr. Katheder for all his work on the board – his contributions helped to resolve a significant portion of the issues WCF faced. The rest of the committee concurred.

Review of Board Orientation Program - Committee

Mr. Katheder indicated that he would be available by phone and can provide his opening statements at the Board Orientation, and then turn it over to Mr. Brown and Ms. Nabors. Ms. Nabors indicated that she sent out a separate email encouraging board members to attend the orientation, even those who are not new members, as this will be a good refresher. A good turnout is expected. Mr. Wilkes, WCF's attorney, will provide an overview on the Sunshine Law and public records, and then WCF's senior management team will present a brief review of the programs, illustrated in a story format. IT and Finance will also provide an overview of their areas. The orientation manual is in final draft form and will be sent out via email to the Governance Committee, as well as the full board for review this week. Once the draft is finalized, the final version will be emailed out to the full board with an option of a hard copy, which will be furnished at the meeting upon request.

CHAIRMAN'S CLOSING REMARKS

Mr. Brown thanked those that attended today's meeting.

There being no other business, the meeting was adjourned at 8:54 a.m.

Respectfully submitted,

Kaz Kasal
Sr. Administrative Assistant