



Executive Committee Meeting

Monday, June 15, 2026 3:00 p.m.

MINUTES

MEMBERS PRESENT: Sheri Olson, Andrew Albu, John Gill, Jeff Hayward, Lindsey LeWinter, David Sprinkle, Richard Sweat, Eric Ushkowitz and Matt Walton

STAFF PRESENT: Pam Nabors, Tadar Muhammad, Dyana Burke Leo Alvarez, Geo Morales, Sean Masherella, Vanessa Nogueira and Kaz Kasal

GUESTS PRESENT: Heather Ramos

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Ms. Olson, CSCF Chair, called the meeting to order at 3:01 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment None offered.	
4	<u>Approval of Minutes – 2/19/26 Executive Committee Meeting</u> - Reviewed minutes (attachment). <u>Approval of Minutes – 4/14/26 Executive Committee Meeting</u> - Reviewed minutes (attachment).	Mr. Walton made a motion to approve the draft minutes from the 2/19/26 Executive Committee meeting. Mr. Gill seconded; motion passed unanimously. Mr. Albu made a motion to approve the draft minutes from the 4/14/26 Executive Committee meeting. Mr. Gill seconded; motion passed unanimously.
5	Information / Discussion / Action Items <u>FY 26-27 Executive Compensation, Merit & Incentive</u> Reviewed action memo recommending approval for President/CEO to award merit increases and incentive compensation to executive staff in accordance with CSCF's Merit Structure and Incentive Compensation Policy (attachment).	Mr. Gill made a motion to approve, for Board's final approval, allowing CSCF's President/CEO the ability to award merit increases and incentive compensation to following executive staff in accordance with CSCF's Merit Structure and Incentive Compensation Policy for Fiscal Year 2025-2026: - Tadar Muhammad, COO - Leo Alvarez, CFO - Steven Nguyen, CIO - Dyana Burke, Chief of Staff. Mr. Walton seconded; motion passed unanimously.

Chair's Report

Ms. Olson will relay reminders at next week's Board Meeting for those Board Members who have not yet:

- Completed annual refresher by 6/30/26
- Submitted Form 1 prior to 7/1/26
- Made a contribution for FY 2025-2026

President's Report

Ms. Nabors, CEO, provided below highlights:

- Florida Commerce:
 - Issued approximately 300 new policies since 7/1/25, sun-setting old policies. The aim is for more conformity and less differentiation.
 - New WIOA performance requirements are being applied retroactively to past performance year (2024-2025).
- CSCF hired six individuals who were former Sprit Airlines staff affected by the sudden layoffs.

Committee Reports

- Audit
 - Mr. Walton, Audit Committee Chair, stated no report.
- Facilities Ad Hoc
 - Mr. Walton, Facilities Ad Hoc Committee Chair stated committee met on 3/30/26 and reviewed:
 - Closure process timeline of Seminole and Southeast Orange offices.
 - Current status of the six full-service and specialized community hubs.
 - Overall lease schedule.
 - Three-year lease cost savings analysis – expected approximately \$1M in savings.
- Finance
 - Mr. Ushkowitz, Finance Committee Chair, stated committee met on 4/9/26 and:
 - Reviewed financials 7/1/26 through 2/28/26.
 - Received an update from Facilities Ad Hoc Committee as relayed in above report-out.
 - Approved for Board's final approval accounting policy recommendations: 1) increase capitalization threshold from \$5,000 to \$10,000, and 2) increase micro-purchase threshold from \$10,000 to \$15,000.
 - Reviewed budget planning and projections for FY 2026-2027.
 - Approved FY 2026-2027 Health Insurance Plan not to exceed a premium increase of 9%.

- Mr. Walton, Committee Vice Chair, presided over the 6/3/26 meeting. Mr. Walton stated:
 - Approved the following items for Board’s final approval:
 1. Approved the draft budget for FY 2026-2027.
 2. Transfer Authority of WIOA Adult/DW Funding.
 3. Waiver Request of ITA Training Requirements.
 - Reviewed financials through 3/31/26.
- Career Services
 - Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 4/2/26 at the Osceola Career Center and:
 - Approved changes for Board’s final approval to Eligible Training Provider, Individual Training Account and Self-Sufficiency policies
 - Approved for Board’s final approval adding “Per Scholas Orlando Tech Center” to CSCF’s Eligible Training Provider List.
 - Reviewed performance scorecards through 3rd quarter, PY 2024-2025 negotiated measures on WIOA Adult, Dislocated Worker, Youth and Wagner Peyser.
- Community Engagement
 - Ms. LeWinter, Community Engagement Committee Chair, stated committee met on 5/7/26 and reviewed the following:
 - Received website refresh updates and proposed structure and design from Appleton Creative.
 - Reviewed and discussed current planning for CSCF’s 30th Anniversary.
- Governance
 - Mr. Sprinkle, Governance Committee Chair, stated Committee met on 6/8/26 at the CSCF Community Hub located at the East Coast Dream Center. The Committee:
 - Reviewed proposed Board Roster for FY 2026-2027. Four board members are stepping down and being replaced by new board members. The remaining board members whose seats expire on 6/30/26 have agreed to renew for another 3-year term.

	○ Approved a proposed Slate of Officers which will be brought to the 6/18/26 Board meeting for approval. ○ Reviewed Board Engagement to date. • <u>Revenue Diversity and New Markets</u> – Mr. Gill, Revenue Diversity and New Markets Committee Chair, stated the Committee met on 3/31/26 and reviewed the following: – Board contributions – Planning for the 30th Anniversary campaign. Committee concurred on youth-focused initiatives. – Year-to-day outcomes by funder and opportunities – currently reached 82%, or \$4.1 of \$5m annual goal. – Revenue two-year development plan and strategies for PY 25-26 & 26-27. – Four ways to engage: 1) volunteer, 2) hire, 3) sponsor and 4) invest <u>6/18/26 Consortium & Board Meeting Agenda:</u> • Reviewed agenda for upcoming Consortium & Board Meeting (attachment) <u>President & CEO Performance Review:</u> Committee reviewed President & CEO's FY 2025-2026 performance appraisal completed by Ms. Olson, and discussed her performance. All agreed on comments and ratings.	Mr. Gill made a motion to approve Ms. Nabors' end of year compensation adjustments of 4% merit, and a 10% discretionary incentive. Mr. Hayward seconded; motion passed unanimously.
6	Other Business None offered.	
7	Adjournment Meeting adjourned at 4:05 pm	

Respectfully submitted,
Kaz Kasal, Executive Coordinator