

WDB Executive Committee

Meeting Minutes: November 18, 2019

Members Present

Sam Totah (Chair), Phil Blair, Althea Salas, Rick Vaccari, Ky Lewis

Staff Present

Peter Callstrom, Andy Hall, Ellen Class

Location: 9246 Lightwave Avenue, Suite 210, San Diego CA 92123

All reports, memoranda and letters contained in the agenda or distributed at the meeting shall by this reference become part of the original minutes.

The meeting was called to order by Sam Totah at 11:34am.

Non-Agenda Public Comment: None

Action Items

*Item 1: Minutes of the October Executive Committee Meeting
Moved (Blair), Seconded (Lewis), Carried unanimously.*

Information Items

Item 2: Budget Update

Ellen Class, CFO, provided fiscal year 2020 Q1 financial updates, including the confirmed funding of \$990,000 in private grants in Q1. The committee discussed the upcoming budget presentation at the December WDB meeting and budget informational session in May 2020.

Item 3: Audit Committee Report

Rick Vaccari, Audit Committee Chair, discussed the prior Audit Committee meeting and future goals. The Audit Committee Charter will be finalized at the January 2020 meeting.

Item 4: WDB Membership Practice/Policy

Peter Callstrom, CEO, discussed suggested language for WDB members when a change in employment occurs. The committee

discussed the content and provided suggestions. Peter will share another draft with committee members.

Item 5: Workforce Income Share Agreement Fund Update

Andy Hall, COO, updated the Committee on the Workforce ISA Fund including programs and partnerships in development, fundraising goals, and grant-funded research.

Item 6: December 5th WDB Meeting Preparation

The agenda for the December 5th WDB meeting was reviewed.

Item 7: 2020 Board Meeting Calendar Review

The Committee reviewed the 2020 meeting dates. Adding executive committee dates was suggested.

Item 8: Set Next Executive Committee Meeting

Next meeting will be February 3, 2020 at 12:00pm.

Adjournment: The meeting was adjourned at 12:47 pm.

Next Meeting: February 3, 2019 at 12:00 pm.