



**Agenda Item Number
9a.
Report of the Executive Committee**

Date: June 27, 2019

Presenter: Brenda Wilson

Action Recommended: None. Information Only

June 11, 2019 MEETING NOTES:

The LCOG Executive Committee was called to order by Board Chair Sherry Duerst-Higgins. Members present were: Vice-Chair Mary Walston, Heather Buch, Greg James, Chris Pryor, and Richard Zettervall. Vickie Kenney, Matt Keating, attended via phone. Absent: Tom Cotter, Also in attendance: Josh Burstein, HR Manager, and Howard Schussler, LCOG Government Services Division Director.

POLICY / ACTION ITEMS:

1. Executive Director's Annual Evaluation – The Committee went into Executive Session to receive a report on Brenda's Annual Evaluation from Josh Burstein, HR Manager. The Committee came out of the Executive Session and invited Brenda back into the room where she presented her Self Evaluation.
2. Executive Director's Contract - The Executive Committee felt this year's evaluation was good and voted to recommend the proposed 2 year renewal of Brenda's contract be approved. Recommended approval; 7:0.
3. OPI, In-Home Services Contracts – Brenda referred to the memo outlining the contracts. Recommended approval; 7:0.

4. SSAC Committee Members – Brenda referred to the memo where the four new member’s backgrounds were set out. Recommended approval; 7:0.
5. Park Place Building Strategy - Brenda referred to the memo. She recommended the third elevator be updated at the same time as the primary two as the cost would be less than having it updated at a later time. She also noted that the elevators would be paid for out of the Capital Contingency Account and no funds would need to be borrowed to pay for the elevator upgrades. Commissioner Buch asked the amount of the mortgage on the building; it is \$4.825 million Recommended approval; 7:0.
6. Proposed FY20 Budget - Brenda presented her Budget Message. Chris Pryor commented as the Budget Committee chair. Recommended adoption; 7:0.
7. Draft June Board Meeting Agenda – The Veteran’s Legacy presentation was discussed. It was suggested the Board be given a tour of the facility.