

**Executive Committee Meeting Minutes**  
December 15, 2016

**Committee Members:**

**Present:** Mark Barry, Sondra Cranford, Mark Earl, Dave Lambert, Lex Smith, Seth Weightman

**Quorum Present?** Yes

**Others Present:**

PHWB Staff – Jerome Salatino, Dianne Weiss, Kevin Crawford

**Proceedings:**

Meeting called to order at 3.37 p.m. by Mark Earl, Chair

**Action Item 1 – Approve minutes of 5/12/2016 and 8/10/2016 meetings**

Minutes from the May 12, 2016 and August 10, 2016 meetings of the Executive Committee were presented for review and comment. With no corrections or comments, a motion was made to accept the minutes.

MOTION made by Mark Barry and seconded by Sondra Cranford to approve the minutes. Motion carried.

**Action Item 2 – Planning Budget FY2016-2017 Modification #2**

Modification #2 of the Planning Budget FY 2016-2017 was presented for the Committee's review and approval. Funding and other adjustments that occurred after Mod #1 were highlighted for the Committee's consideration.

For the record, Seth Weightman abstained from the vote on Budget Modification #2.

MOTION made by Lex Smith and seconded by Mark Barry to approve the Budget Modification #2.

**Action Item 3 – Training Provider Approval**

The Committee reviewed the application and documentation from Keiser University to add the University to the regions approved training provider list.

MOTION made by Mark Barry and seconded by Sondra Cranford to approve the addition of Kaiser University to the approved training provider list. Motion carried.



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**Information Item 1 – Financial Summary Report 10/31/2016**

Dianne Weiss presented the financial summary for the period 10/31/2016 to the Executive Committee.

**Discussion Item 1 – 401(k) Plan**

Information was presented to the Committee regarding plan design options to the current 401(k) plan.

With no further business to discuss and no public comments, the meeting adjourned.

