

**EXECUTIVE COMMITTEE MEETING  
REPORT  
Thursday September 23, 2021  
Via Zoom Platform**

The meeting was called to order at 11:45 a.m. and quorum was established.

**I. Adoption of the FDDC Comprehensive Budget for 2022-2026**

The Executive Committee and Finance Committee members met jointly to review and adopt the combined five year administrative and programmatic budget for 2022-2026. The committee members unanimously adopted the proposed five-year budget in the amount of \$21,037,385.

The Finance Committee members were excused.

**II. Adoption of the 05/20/21 Executive Committee Minutes**

The Executive Committee unanimously adopted the minutes as presented.

**III. Public Input**

No one from the public had any questions.

Kabot announced that the meeting was closed to the public for the remainder of the meeting to discuss personnel matters. She called for a break and reconvened the meeting at 12:00 p.m. with Executive Committee members, Valerie Breen, and Penny Morey, Human Resource Consultant for the Council.

Kabot announced to the committee that when Council staff shared the various job postings open to work for the Council that she decided to apply for a director position with the Council. She informed the Committee that if she is offered the position and chooses to accept the position, she will officially resign from her position on the Council after a new Chair is elected. She stated that if she is not offered a position or chooses not to accept the position, she will remain as a member of the Council until the Governor appoints someone else in her seat.

Kabot asked for the committee's agreement to defer the Executive Director's evaluation due this month to the next Council Chair and Executive Committee, to be completed within the first quarter of the new fiscal year. Kabot asked for this consideration to avoid any perceived conflict of interest since she had applied for a staff position with the Council. After some discussion the committee agreed.

Two other agenda items were addressed regarding staff compensation and benefits.

The committee voted on a one time only compensation matrix to be utilized at the discretion of the Executive Director as an additional option for consideration when completing employee performance evaluations for work done in 2021. This was based solely on six staff vacancies present within the organization and the remaining staff taking on additional duties to ensure that all work was completed amid the difficulties and impact of the pandemic on recruiting and retaining staff.

The committee also voted on a modification to the paid time off accruals policy in the employee manual.

The meeting was adjourned at 1:15 p.m.