

*Executive Committee Minutes*  
*January 28, 2020*  
*12:00 PM – 1:00 PM*

**Board Members Present:** Elisabeth Arenales, Claire Brockbank, Adela Flores-Brennan and Marc Reece

**Staff Present:** Nyle Boyd, Kevin Patterson and Lisa Sevier

**I. Call to Order**

Adela Flores-Brennan called the meeting to order at 12:00 p.m., welcoming everyone in attendance. The December meeting minutes were approved.

**II. February Board Meeting Agenda**

The Committee reviewed the draft agenda for the February Board meeting. The committee asked for action items to be added to the agenda and an update to the Public Benefit Corporation (PBC).

**III. Leadership Training/Clifton Strengths Finder Tool**

As communication is a key part of the organization's goals, the leadership team has been working on better understanding each team member's strengths; as well as, leveraging them to improve communications across the entire organization.

Additionally, there is a quarterly leadership meeting, including all levels of leadership, which focuses to bring all levels of leaders into alignment, so everyone can grow together.

**IV. Begin Planning Annual Meeting/Board Retreat**

The Executive Committee decided to plan the annual meeting & board retreat on July 13<sup>th</sup>, in lieu of the July board meeting. The meeting/retreat will be scheduled from 12:00 pm to 4:00 pm on the 13<sup>th</sup> and will take place in a venue outside of the office.

A request was made to include more interaction and less presentation during the retreat.

**Action Items**

Ms. Flores-Brennan to create a list of tasks she has taken on as the board chair.

**V. CEO Mid-Year Review**

The Committee reviewed Kevin Patterson’s mid-year performance. This will be brought to the full board for further review.

**VI. Board Position on HB20-1008**

The Policy Committee voted to support HB20-1008. The Executive Committee affirms the position for presentation to the full Board recognizing the disclosure that CCHI supports the legislation [action taken subsequent to meeting electronically].

**VII. Adjourn**

Meeting adjourned at 1:01 pm.

Respectfully submitted,

Claire Brockbank  
Secretary of the Board