



CALIFORNIA STUDENT AID COMMISSION
PERSONNEL, EVALUATION AND NOMINATIONS COMMITTEE
MEETING MINUTES
Wednesday, December 2, 2020
2:30 pm
Virtual Meeting

COMMISSIONERS
PRESENT:

Wm. Gregory Sawyer, Chair
Jamillah Moore, Vice Chair
Hal Geiogoue
Guillermo Mayer
David Valladolid
Catalina Cifuentes, Ex. Officio

1. **Call to Order and Roll Call**

Committee Chair Wm. Gregory Sawyer called the meeting to order at 2:30 p.m.

2. **Public comment on items not on the agenda**

There was no public comment.

3. **Approval of the Personnel, Evaluation and Nominations (PEN) Committee minutes of September 24, 2020 (Action)**

Commissioner Valladolid **moved to approve** the minutes. **Seconded by** Commissioner Geiogoue.

In Favor (5): Geiogoue, Mayer, Moore, Sawyer and Valladolid

Carried (5 to 0)

The Committee **APPROVED** the minutes of the September 24, 2020 meeting.

4. **Consideration of amendments to the Personnel, Evaluation and Nominations Committee charter (Action)**

Committee Chair Sawyer presented item 4 of amendments to the Personnel, Evaluation, and Nominations committee charter.

Committee members engaged in a discussion on the charter amendments.

Commissioner Mayer recommended to include language that explains the Committee's collaboration with the Executive Director on developing annual goals for the Commission. General Counsel, Julia Blair, suggested that the recommendation can be included in the first paragraph of the charter.

Committee Chair Sawyer and Commissioner Geiogoue agreed to remove the function of "developing an inclusive process for the annual election of Commission officers, ensuring that all Commissioners who are willing to serve as officers be considered for election."

Committee Chair Sawyer added to change the third statement "if directed by the Commission Chair" to "as directed by the Commission Chair."

Commissioner Valladolid **moved to approve** the charter document with suggested changes. **Motion did not move to vote.**

Commission Mayer moved to approve the proposed amendments with the suggested motion language. **Seconded by** Commissioner Moore.

In Favor (5): Geiogoue, Mayer, Moore, Sawyer and Valladolid

Carried (5 to 0)

The Committee **APPROVED** the proposed amendments to the PEN committee charter with amendment language to be drafted by General Counsel and reviewed by the Committee Chair that will add the charge of collaborating with the Executive Director to define their annual goals and presenting recommendations to the Commission, amend charge three with replacing "developing" with "periodically reviewing and providing input," and amend charge four to aligning the timing of the review with the language in the governance policies and procedures and insert "to the Commission" after recommending.

5. **Closed Session of the PEN Committee (Information/Action)**

Committee Chair Sawyer introduced Julia Blair, General Counsel, to announce the Committee's Closed Session at 3:09 p.m.

Ms. Blair announced that the Committee would meet in Closed Session to discuss and may take action on personnel matters pursuant to California Government Code, Section 11126(a).

The Committee went into Closed Session at 3:10 p.m.

RECONVENE OPEN SESSION

Committee Chair Sawyer reconvened Open Session at 3:28 p.m. and announced that there was nothing to report from the Closed Session.

6. New business to be considered at future meetings (information/Action)

There was no new business to consider.

7. Adjournment

Committee Chair Sawyer adjourned the meeting at 3:28 p.m.

GUILLERMO MAYER
COMMITTEE CHAIR, as of February 22, 2021