BoardPortal PLUS®

Everything your board needs, right now.

C.E.O.

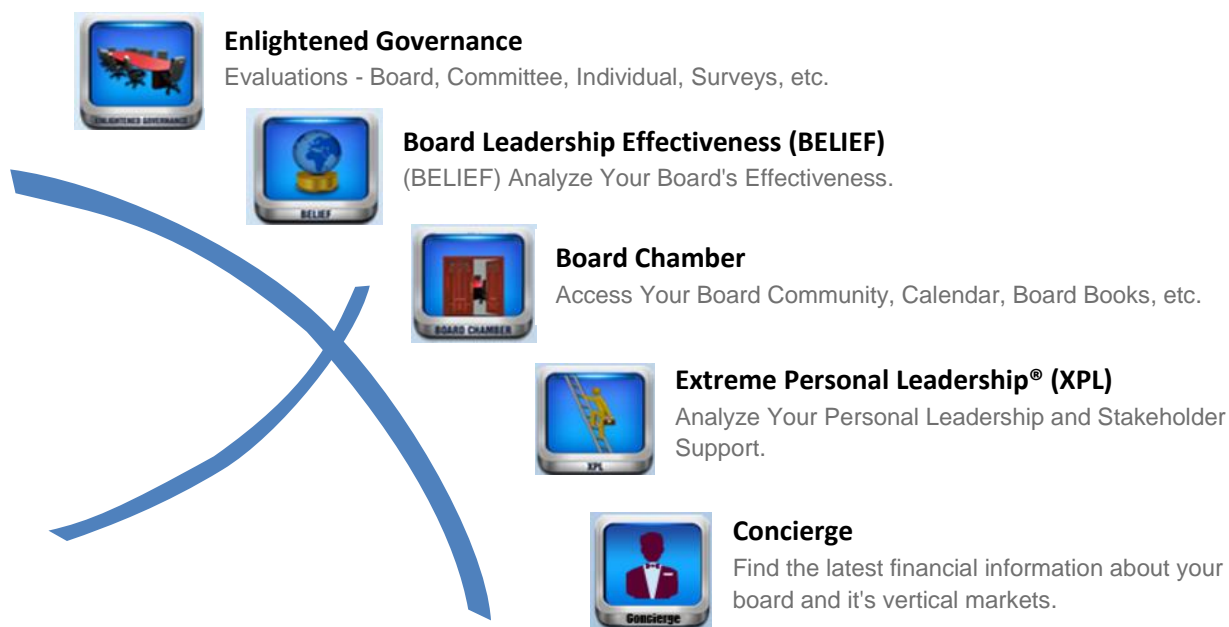Engineered by Leadership, *Powered by SCIENCE*.

BoardPortal PLUS®

XCEO's BoardPortal PLUS® is the access point to five exclusive applications that provide boards and directors with secure, confidential, comprehensive, easy to use, detailed and effective processes to increase effectiveness and thus, shareholder value. These applications consist of Enlightened Governance, Board Leadership Effectiveness, the Board Chamber, Extreme Personal Leadership® (XPL), and Concierge.

More Than a Portal…

…Not Just Technology

BoardPortal PLUS®

Enlightened Governance
Evaluations - Board, Committee, Individual, Surveys, etc.

Board Leadership Effectiveness (BELIEF)
(BELIEF) Analyze Your Board's Effectiveness.

Board Chamber
Access Your Board Community, Calendar, Board Books, etc.

Extreme Personal Leadership® (XPL)
Analyze Your Personal Leadership and Stakeholder Support.

Concierge
Find the latest financial information about your board and it's vertical markets.

The Board Chamber is a cost-effective solution for the digital management of confidential board documents as well as board communication and engagement. The functionality of this area encompasses the necessities of a board and their directors by providing secure email, consolidating meeting details and files relevant to the meeting in one place, in addition to many other great features.

BoardPortal Plus® is available as an iPad or Android app and is compatible with the following web browsers for PC or Mac:

Microsoft Internet Explorer
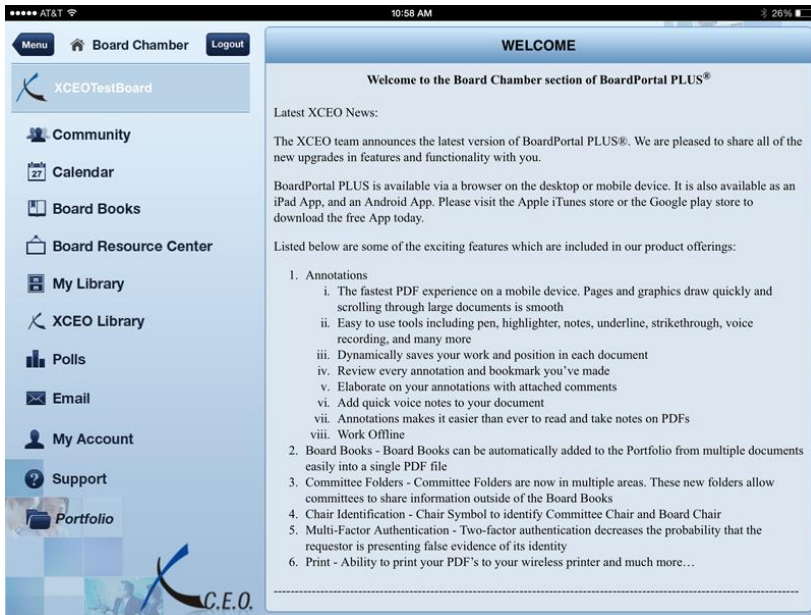**Google Chrome**
Mozilla Firefox
Apple Safari
Android and iPhone web browsers

www.boardportalplus.com

Board Chamber

The Board Chamber application allows individual members to share information and documents with a particular board. A member may have access to multiple boards.A customizable welcome screen is the first page displayed after users login. From there, each user has access to each of the areas within the Board Chamber: Administration, Community, Calendar, Board Books, Board Resource Center, My Library, XCEO Library, Polls, My Account, Support and the *Portfolio*.

Community

The Community is used to provide contact information and other details regarding each member of the board. This information is secure and is not accessible outside your board. Contact details include: Work, Primary Home, Secondary Residence, Assistant, Other and Notes.

Individual member information may be entered and edited by your Board Chamber administrator(s), or individual members themselves.

Calendar

The Calendar includes information pertaining to all Board or Committee Meetings. Meeting information may include: Meeting Title, Organizer, Date, Time, Time Zone, Duration, Location, Address, Country, Dial-in number, Contact, Contact Number and Online Meeting Information.The Calendar includes search capabilities based on day, week, month or year.

Board books are linked to each meeting in the calendar. Meeting details will be available for all users to see; however, access to board books for committee meetings is limited to members of the particular committee that is meeting.

Board Books

Administrators build board books by selecting current meetings and uploading relevant files.Standard file types (including Microsoft Office files, images and PDFs) can be merged into a single PDF document. Board books can be prepared in advance, but they only become accessible to users when designated as "Current".This allows administrators to highlight the most time-sensitive materials.

Board Resource Center

The Board Resource Center is where administrators can upload documents and reference material that is relevant and accessible to the entire board. This could include forms, company bylaws and charters, recent filings, or internal reports. The Board Resource Center is different from Board Books, and is a great place to include files that are frequently used by the board.

My Library

My Library is where individual users can upload files for their personal use. These files are not accessible by other users.This feature allows directors quick access to documents and information that is important to them.

XCEO Library

The XCEO Library is where XCEO shares materials relevant to all directors. Materials include E-book and Kindle versions of Dr. Curtis Crawford's*Corporate Rise: The X Principles of Extreme Personal Leadership, Compliance and Conviction: The Evolution of Enlightened Corporate Governance*, and *Managers Guide to Mentoring,* as well as other helpful materials.

Polls

The Polls section allows administrators to poll the entire board or selected members. Administrators may attach documents to the poll for users to review, and choose whether or not to require a signature. Users may sign the attached documents via either the web or the app.

Poll results are made available to the members in the same section as the poll question. The level of detail provided to the directors when the poll is completed is also determined by the administrator.

My Account

The user may view and edit the information he or she makes available in the Community tool as well as his or her password and Second Level Security Access Key (SLSAK).

Support

This is where XCEO provides Support information to all BoardPortal PLUS® users, including our 24/7 support contact information.

Administrator Access Control

The Board Chamber Administrator can designate additional administrators or assign administrators for individual components, including: Board and Committee Meetings, Community, Board Resource Center and Polls.

Portfolio

The *Portfolio* is a dedicated storage space that allows users to save materials locally, enabling them to have access to these resources at any time, even when offline. When a user logs in while connected to the internet, board books are automatically saved to the *Portfolio*. The user may also choose to save any other documents to the *Portfolio* for offline access.

For ultimate information-sharing flexibility and security, board administrators may choose to automatically delete all board books within the *Portfolio* up to 30 days after a board meeting. Board secretaries may also modify the deletion date of board books saved in the *Portfolio*.

95% of BoardPortal PLUS® is available for use offline. The *Portfolio*, Community, Calendar, Board Books, Board Resource Center, Polls, Assessments, Email, My Library and XCEO Library are all available offline.

Additional Features & Functionality
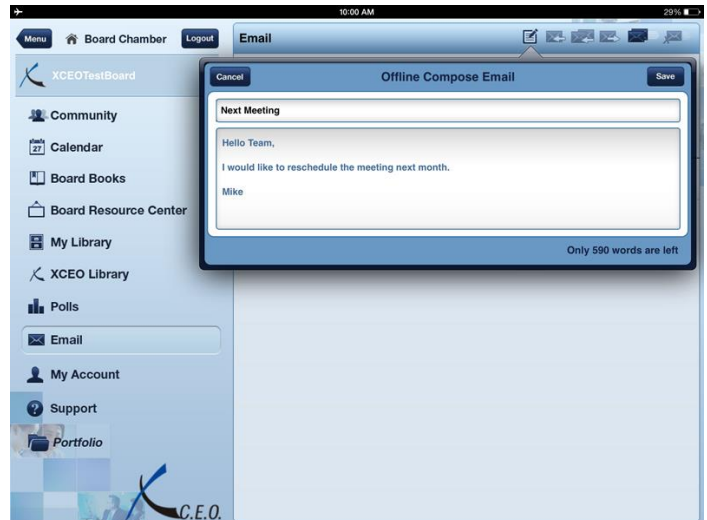
Internal Secure Email
The email system allows users to send and receive messages inside the Board Chamber. For maximum security, no email content ever leaves the system. Rather, a notification email is sent to the recipient, which notifies him or her that a new email is waiting in the Board Chamber.

Email can also be used in offline mode. Users can compose, respond to or forward emails which are sent when the user reestablishes a connection.

Annotations
The annotation capability allows the user to annotate or add notes to his or her unique copy of a document in the app. When the user opens a document within the Portfolio, or by selecting the annotation icon, the annotation toolbar will show at the bottom of the screen. The toolbar includes: note, ink (a pen), highlight, underline, strikeout, stamp, sound, and free text. The user may delete any annotations by simply selecting them and pressing the trash can icon.

All annotations and notes are included as separate bookmarks under the "Annos" button in the toolbar.

Building Board Books – Document Bookmarks & Merge
Administrators may upload multiple documents or one single document in order to create a board book for a specific Board or Committee Meeting. If multiple documents are uploaded, automatically generated bookmarks allow the user to navigate from one file to another. When uploading multiple files, the administrator may include Excel, Word and PowerPoint documents, as well as images and other standard file types, in the board or committee book.

When a user is viewing a board book for either a Board or Committee Meeting there is an icon at the top of the screen/device that allows the user to navigate to the document. The user is also able to view his or her notes and annotations under bookmarks.

Community Groups
The main community will be composed of the board members but additional communities may be added. The board Secretary can create new communities from the web administration area and add users, along with their information. At the top of the Community page,there is a drop-down menu that allows the user to view additional communities.

Purge – for iPad& Android

In the event a tablet running the BoardPortal PLUS®app is lost or stolen, the Purge feature allows an XCEO administrator to purge all of the information stored in the device's app and deactivate the user's account. If the device is recovered, and no intrusion has taken place, the device may be returned to service and the user account reinstated. The device monitors for a Purge command upon connection to the app and at subsequent four hour intervals (interval frequency subject to change).

Sync – for iPad& Android

Tablet app users may opt to perform an automated check for new or updated information in the tools when connected to Wi-Fi. Changes to the Community, Calendar, Board Books, Board Resources, My Library, XCEO Library and Polls will be downloaded automatically. The sync may be set to occur each time the app connects; at 4, 12 or 24 hour intervals; or once a week.

A notification mark displays and an optional sound will play when an update to the Calendar, Board Books or Email is downloaded.

ePub Reader

The ePub reader allows users toread e-books within the BoardPortal PLUS® app.

Offline Evaluations

Users with access to our Enlightened Governance, BELIEF, XPL and XPL for Director applications may complete evaluations while offline. Their results will be automatically added to the web-based application once a data connection is reestablished.

Evaluation Sharing

Reports completed by the board or individual directors may be securely moved to the relevant areas within the Board Chamber. This movement allows users to view reports while offline and to add reports to Board or Committee Books with the click of a button.

BoardPortal PLUS® XPress

Communication and document sharing and review are critical for today's boards. We have incorporated a new and exciting technology to BoardPortal PLUS® called XPress in order to enhance the communication process with an easy one-click approach to board and committee meetings. Imagine voice and sharing capabilities anywhere you are, for free. From a phone, tablet or your PC, the days of meeting codes and dial in numbers are gone.

MOXTRA Subrah Iyar, the founder of WebEx, created a technology which makes it simple for boards and their support teams to message, share documents and to connect. A revolutionary tool for the e-boardroom, we have utilized Moxtra technology for use by our clients.

"Our clients know that we are always striving to find the most up-to-date, best practices to make their board governance experience the best that it can be. With our new XPress technology, boards can call meetings and securely share documents with the click of a button from anywhere in the world."

Michelle Ronco
Chief Marketing Officer

XPress integration will make the process of preparing for meetings easier, more intuitive, and reduce the risk of problems.

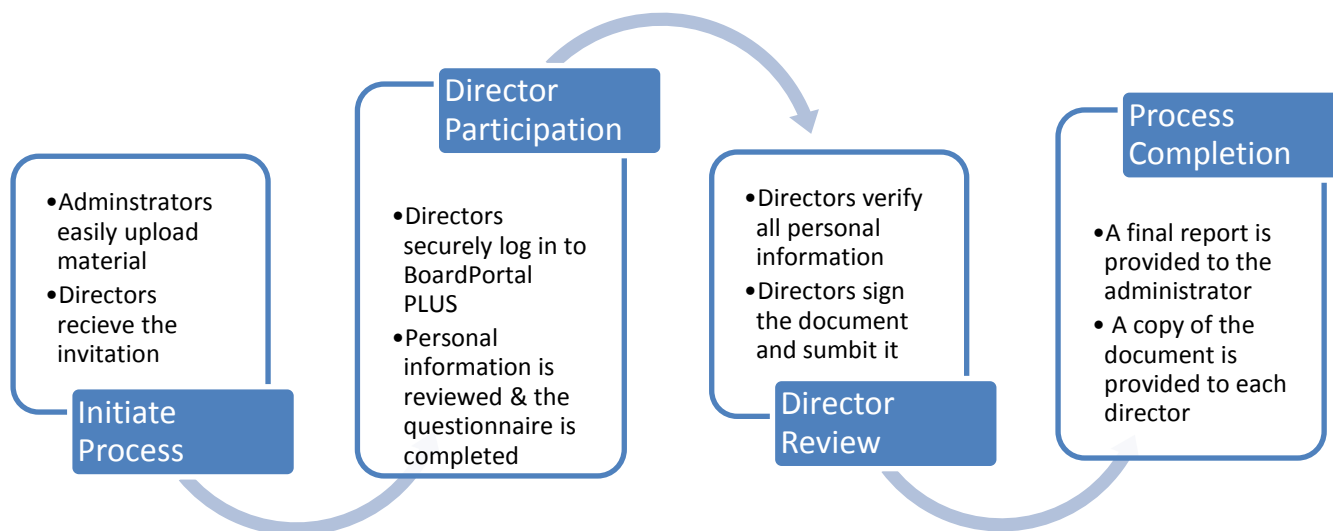## Call a meeting   Hold a voice meeting   Message the board   Share the app desktop

- Part of the BoardPortal PLUS platform, with XPress there are no additional passwords, meeting notices, links and numbers to remember
- Meetings are secure because they will be held within the BoardPortal PLUS environment
- Set up meetings seamlessly on the same platform that used to prepare and distribute meeting materials
- Need to call a last-minute meeting? Meetings can be started immediately or scheduled in advance, and invitees will be notified both by email and within BoardPortal PLUS
- Do not worry that the directors have forgotten, misplaced or incorrectly entered call-in information. This seamless process will be a better experience for the director and will be peace for the administrators
- Easily select individual directors to attend, or the full board, from the BoardPortal PLUS Community
- Directors who want to discuss the board materials before the official meeting can do so more easily using their PC, phone or tablet
- With Xpress, directors are able to share their screens to show the others exactly what they are talking about
- Unlike regular teleconferencing, the presenter has total control over the meeting – he or she can mute everyone or only some people, and change presenters as needed
- With Xpress messaging, directors can ask questions during a meeting without interrupting the presenter, allowing for better flow during meetings

Directors & Officers IQ Review

We are committed to being a partner to our clients by delivering outstanding and comprehensive governance solutions to common board challenges.

One of the major responsibilities of the board and its support team is to establish whether directors meet the requirements for independence. This is a critical but consuming task, which is why XCEO has established a simple way to securely complete the D&O process via our comprehensive portal, BoardPortal PLUS®. The *Directors & Officers IQ Review* is another valuable resource for the board and the senior leadership team.

How it works: The Directors & Officers IQ Review is integrated into the Board Chamber and Enlightened Governance areas of BoardPortal PLUS. Administrators can bypass the arduous task of compiling, printing and sending out lengthy documentation, and instead, employ a secure and easy experience for the board.

Director Participation

Initiate Process
- Adminstrators easily upload material
- Directors recieve the invitation

Director Participation
- Directors securely log in to BoardPortal PLUS
- Personal information is reviewed & the questionnaire is completed

Director Review
- Directors verify all personal information
- Directors sign the document and sumbit it

Process Completion
- A final report is provided to the administrator
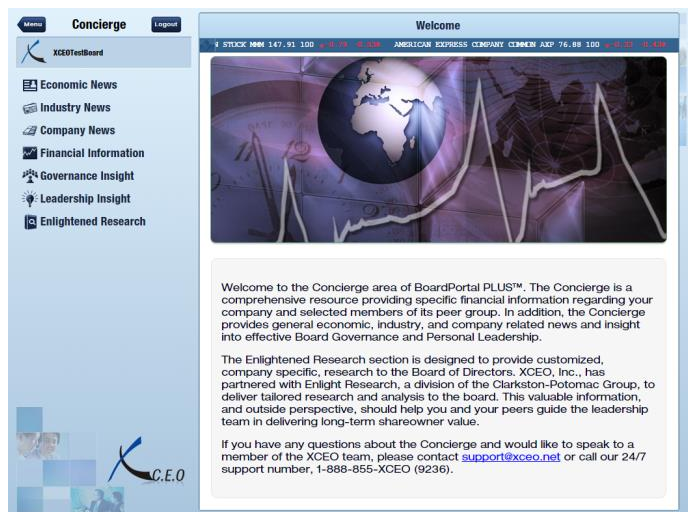- A copy of the document is provided to each director

Features:

- Electronic signatures and director approvals
- Use your own questionnaire or an XCEO template
- Launch the questionnaire with the click of a button
- Directors can save and complete the form later
- Print, save or easily share completed documents and reports

- Receive director completion notifications
- Upload unique documents for each director
- Send automated invitations and reminders
- Add supplementary information to each question
- Enjoy 24/7, personalized support via the XCEO support team

BoardPortal PLUS® Concierge

Personalized industry, company and financial information are provided to each client via the Concierge. Designed to help directors get ready for board meetings, the Concierge is full of impactful and specialized information. Directors will stay current, spend less time seeking outside resources and will prepared to have more meaningful dialogue at board meetings.

"The Concierge is your way to stand out from the crowd by having tailored information to help you prepare for and excel in board meetings."

Dr. Curtis J. Crawford
President & CEO

- Comprehensive resource providing specific financial information regarding the company and selected members of its peer group in

- Relevant general economic news is provided which coupled with specific industry and company news is very impactful

- Customized, company specific, research to the Board of Directors through our partnership with Enlight Research, a division of the Clarkston-Potomac Group, to deliver tailored research and analysis to the board

We are proud to offer these valuable services as part of our comprehensive Enlightened Governance and Board Chamber offerings.

BoardPortal PLUS® Security Assurance

XCEO, Inc. provides a secure and confidential board portal. XCEO has the strictest safeguards in place to protect both online and written client data. Our extensive protective processes offer our clients anonymity and assurance that personal and confidential information is securely processed, stored and deleted by XCEO.

Discoverability. All client data is kept anonymously within our secure Web based application. Only one individual, XCEO's Web Services Director has access to client data and it is strictly for troubleshooting purposes. Any client information provided to any XCEO associate or provided through XCEO's online system is considered classified information.

Data Retention& Deletion. XCEO will never store any client data beyond the contract period. All data collected by our online system will be added to an aggregate data set, however, no data is ever attributed to any specific client. Built into XCEO's online system is a straightforward data-deletion process. Every director has the flexibility to delete his or her individual data at any time, and boards that have permission from two designated members can delete board data without XCEO involvement.

XCEO Associates. All XCEO associates have signed non-disclosure/confidentiality agreements

Paper Option.XCEO offers a paper option for all of its evaluations as a part of the Advanced Consulting packages for Silver, Gold, and Gold Plus. This option is for boards that would like to maintain a paper-based evaluation system while considering a gradual transition to a Web-based format.

Offsite Application Hosting Option. There is a $18,000, one-time initial installation fee, and a $5,000 annual renewal fee, if the organization elects the option to lease and install the XCEO proprietary software at their site.

Security Details.
- SOC2 (SAS70 Type II) certified
- 256 bit encryption
- Multi-factor authentication
- Network separation with firewall
- Transparent data encryption (TDE)
- AntiSamy (API for ensuring user-supplied HTML/CSS is in compliance within an application's rules)
- Remote data wipe for mobile devices
- Datacenter can only be accessed by authorized hosting staff with proper keycard, touch pad, and retinal scanning clearance, as well as passage through a bullet-proof, weight sensitive man-trap booth, so that only those employees requiring access to our servers are granted access. They also utilize manned, third-party security staff at all times, 24/7/365, and a state-of-the-art video surveillance system
- ISD event monitoring
- Unified Threat Management: Provides comprehensive security consolidated in a single piece of Customer Premise Equipment (CPE) administered and managed by Trustwave
- Multi-tiered hardware firewall for web, applications and database
- Auditing of administrative function and access to sensitive information

We are eager to discuss the options available to each client in determining which are best for the board. For more detailed information on our security measures as well as the paper and off-site options, please contact us.

XCEO BoardPortal PLUS® Competitor Comparison

Feature/Function	XCEO	BoardVantage	Diligent	Director's Desk
Security				
Multi-Factor Authentication	√	√		√
Administrative Remote Purge	√	√	√	√
Email Contained Within the System	√	√		√
Technology				
iPad App	√	√	√	√
Android Platform	√			
Remotely Build BoardBooks	√	√	√	√
Build BoardBooks Within the Portal (Single File)	√	√		√
Bookmarks Within BoardBook	√	√	√	√
90% of the Portal Accessed in Offline Mode	√			
Print	√		√	
Automatic Sync	√	√	√	√
Offline Email, Evaluation Completion & Board Books	√			
Functionality				
Easily Edit Profile & Images	√	√		√
Annotate on the Web & App	√	√	√	√
Create Support & Community Groups	√	√	√	√
Committees (with Administrative Personnel)	√	√	√	√
Individual Administrators for All Groups	√	√	√	√
Board Resource Center	√		√	
Day, Month & Year Calendar on the Web & App	√			√
My Library -for Individual Directors	√			
Anonymous Polls with Attachments & Signature	√	√		√
Thumbnail Images	√	√	√	√
Horizontal & Vertical Scroll		√		√
Meetings Set to Current/Not Current	√	√		√
Signature Capability	√	√		√
Chairman and Lead Director Identification/Access	√			
On-line Access without Syncing	√	√		√
Public Director Notes			√	
Director Annotations Transfer Between Web & App	√	√		
Governance & Leadership				
Easily Navigate Between Evaluations & Chamber	√			
Add Customized Reports to Board Chamber	√			
Service				
24-Hour Helpline	√	√	√	√
Tailored, Personalized Service	√			
TOTAL COST*	$6,000	$25,000	$18,000	$20,000
Cost Over 3 Years Cost Over 5 Years	$18,000 $30,000	$75,000 $125,000	$54,000 $90,000	$60,000 $100,000

*Assumed Cost of Competitors' Portal/XCEO Gold Cost

BoardPortal PLUS®   XCEO, Inc.

BoardPortal PLUS® Board Chamber Pricing

Pricing for the Board Chamber piece of BoardPortal PLUS® depends on the number of directors currently serving on your board as well as your access to other components of BoardPortal PLUS®, including the Enlightened Governance, Board Leadership Effectiveness (BELIEF), Extreme Personal Leadership® (XPL) and the XPL for Director offerings.

For more detail regarding the comprehensive Productivity, Standard Consulting, and Advanced Consulting offerings, please contact an XCEO Representative. Access to the Board Chamber includes all of the features and functionality described in this document. The pricing below is specifically for corporate, for-profit companies. Please contact us for public sector pricing.

Board Chamber	Program	Directors	Price
Access to the Board Chamber area includes 24/7 technical support as well as all of the elements featured in this program information packet: BoardBooks, Community, Email, the *Portfolio*, Polls, My Library, Support and BoardPortal PLUS® Security Assurance for a term of one year.	**Silver**	**5-7**	**$4,500**
	Gold	**8-11**	**$6,000**
	Gold Plus	**12-18**	**$7,500**
Board Chamber with Standard Consulting*	Program	Directors	Price
In addition to all of the features in the Board Chamber, Standard Consulting provides access to all Enlightened Governance assessments including board and personal risk, CEO, individual and all committee evaluations. It also includes tailored reports and 24/7 technical support.	Silver	5-7	$9,450
	Gold	8-11	$13,500
	Gold Plus	12-18	$17,550
Board Chamber with Advanced Consulting	Program	Directors	Price
Advanced Consulting offers a board the full-service experience. All individual, board, CEO and committee as well as executive team, internal and external auditor assessments. Also included are personalized reports, customized questions and unlimited XCEO consulting.	Silver	5-7	$14,850
	Gold	8-11	$21,600
	Gold Plus	12-18	$28,350

*The Board Chamber is discounted when purchased with the Productivity Service and Standard Consulting

Leadership Team

Curtis J. Crawford, Ph.D.
President & CEO

Dr. Crawford is Founder and CEO of XCEO, Inc. He is the author of *Corporate Rise: The X Principles of Extreme Personal Leadership*, *Compliance & Conviction: The Evolution of Enlightened Corporate Governance* and his latest title, *Manager's Guide to Mentoring*.

Dr. Crawford currently serves on the Board of Directors of the Chemours Company, Xylem Corp and ON Semiconductor. He previously served on the Board of Directors of E. I. du Pont de Nemours, ITT Corp, Agilysys, Lyondell Petrochemical, The Sisters of Mercy Health Corporation and DePaul University.

He has served as Chairman of the Board of ON Semiconductor; Chairman, President and CEO of Zilog; President, CEO and Director of Onix Microsystems, and Chairman of the Board of ISTAT. Dr. Crawford also serves as a special advisor to several start-up companies.

He began his career as a systems engineer at IBM. During 15 years, he held a variety of executive positions including Vice President of Marketing. During a ten-year tenure, Dr. Crawford was Group President of the Microelectronics Group and President of the Intellectual Property division of AT&T and Lucent Technologies.

Dr. Crawford earned his BA in Business Administration and Computer Sciences and a MA degree from Governors State University. He earned his MBA from the Charles H. Kellstadt Graduate School of Business at DePaul University, and a Doctor of Philosophy degree in Organization and Management from Capella University. In addition, Dr. Crawford has been awarded two honorary doctorate degrees one from Governors State University, and the other from DePaul University.

In 2011, Dr. Crawford was awarded the B. Kenneth West Lifetime Achievement Award from the National Association of Corporate Directors (NACD) for his contribution to corporate governance and for having made a meaningful impact in the boardroom.

Michelle Ronco, MBA
Chief Marketing Officer

Ms. Ronco is the Chief Marketing Officer at XCEO, Inc. In this role she oversees all marketing, public relations and advertising in addition to working with the sales team to support its efforts by providing innovative and exciting campaigns, material and program content for all individual director and board clients. Specifically, Ms. Ronco is responsible for the continuing development, oversight and execution of XCEO's board succession, board effectiveness, director support services and BoardPortal PLUS® offerings. Finally, Ms. Ronco is a principal in serving clients by delivering world-class consultative services, products and training.

Since 2003, she has participated in many facets of the XCEO organization including idea creation, research, sales and marketing. Michelle is frequently sought out regarding board portals by leading governance advocates and groups, as well as influential board governance publications such as Board Secretary.

Previously, Ms. Ronco was the Program Director of Corporate Governance & Board Leadership Development, leading the development and release of XCEO's online Extreme Personal Leadership Tools. Ms. Ronco also designed and created

XCEO's Enlightened Corporate Governance Board & Director Evaluation Program intended for use in corporate boardrooms around the globe. Ms. Ronco is a member of XCEO's executive team in addition to being the principal publisher of the books Corporate Rise and Compliance & Conviction.

Prior to joining the XCEO team, Ms. Ronco worked for Morgan Stanley as a Financial Advisor and was Assistant Web Master for Santa Clara University's Leavey School of Business website.

Michelle earned her MBA with an emphasis on Finance and International Business from Santa Clara University in Santa Clara, California. She also holds a Bachelor of Science in Commerce (BSC) in Economics and Operations and Management Information Systems from Santa Clara University.

Mary Pat Kelsey, BBA
Regional Director, Board Governance and Personal Leadership

Mary Pat Kelsey serves as Regional Director, Board Governance and Personal Leadership for XCEO, Inc. Prior to joining XCEO, Ms. Kelsey served in sales, management and marketing positions for leading companies in the Chicago land area. She has worked in various industries, including insurance, professional development and recruitment. In her previous positions, Ms. Kelsey was instrumental in creating marketing strategies and training programs for insurance agents throughout Illinois and the Midwest. She conducted research on insurance products and developed product information programs used for educating consumers. Ms. Kelsey also led a team that administered employee benefits for top companies throughout the Midwest. As Business Development Manager for a leading professional development and recruitment firm, Ms. Kelsey developed and implemented all sales and marketing plans throughout the states of Illinois and Texas. Ms. Kelsey has worked with upper level executives of Fortune 500 companies in both benefit planning and recruitment for key executives. Ms. Kelsey earned her BBA with a specialization in Marketing from Loyola University of Chicago.

Shad Mohammadi, BBA
Regional Director, Board Governance and Personal Leadership

Shad Mohammadi serves as a Regional Director, Board Governance and Personal Leadership. Shad is passionate about serving XCEO clients by delivering excellent service via intellectual capital that he has gained throughout his executive career. Prior to joining XCEO, Shad was the founder and Chief Operating Officer of a cloud-based Silicon Valley startup where he lead business development, growth and strategic alliance initiatives, as well as raised capital from angel investors. Shad has over a decade of experience working at high tech startups and leading software companies. He also held a position as an investment banker focusing on mergers, acquisitions and capital raising efforts for middle-market technology companies. In addition, Shad worked at Microsoft in their Silicon Valley location and helped with the development of the Windows Live Hotmail.

In his previous roles, Shad has served on local Silicon Valley chapter boards with national and global presences. Shad has an entrepreneurship background, holding several senior leadership roles at non-profits, boards and technology companies. His skills and wealth of knowledge range from sales and marketing activities to business development and corporate strategic advisory work. Shad is passionate about supporting board members and C-level executives to achieve extraordinary performance and excellence.

Shad graduated with a BS in Business Administration with a concentration in marketing at San Jose State University, where he held active leadership roles in the Entrepreneur's Association. He was also President of the nationally recognized honor society, Alpha Lambda Delta.

Michael A. Dobmeier
Chief Technology Officer

As Chief Technology Officer at XCEO Michael Dobmeier oversees global software development, quality assurance, security, infrastructure and product management.

Michael has worked in the technology field for the past three decades with a focus on system architecture, enterprise applications, process development, data management, client relations and program management.

Prior to joining XCEO Michael held management positions at Philips Semiconductor, LSI Inc., VLSI and CashEdge. In the 1980's he also served in the United States Marine Corps as an Asset Management Manager. During this enlistment he managed the Marine assets for the Marine Corps Security Force Battalion, 5 USMC Companies and 13 US Naval ships which included several air craft carriers.

Mariam Ghazvini, Ed.D.
Leadership Development Consultant

Dr. Ghazvini is an organizational development, career and educational planning professional. She has over 20 years of experience in retail, manufacturing, corporate training and non-profits program development and delivery. She specializes in leadership development and career planning. She coaches individuals and teams on achieving their leadership and personal goals.

In her last position as Human Resources Training Manager at Catholic Charities of Santa Clara County, she developed leadership and vocational programs. Dr. Ghazvini designed and implemented Hewlett-Packard's on-site university programs delivering accelerated general education from community colleges as well BA and MSE/MBA programs on-site (graduating more than 245 employees).

In addition, Mariam career coached for Right Management Consultants as well as teaching at San Jose City College. She has conducted seminars, and courses on career development, interpersonal relations, goal setting, and new employee orientations in corporate and non-profit organizations. Dr. Ghazvini previously served on the Board of Directors of HP Alumni Association and Springboard Forward, as well as the MBA Advisory Board for Notre Dame de Namur University.

She holds a BA in Sociology, an MA in Education from San Jose State University, a Doctorate degree in Education from University of Southern California and an MA in Counseling from Santa Clara University. She has a certificate in career counseling from Santa Clara University. She holds California Adult Teaching Credential. She is a certified Ergonomist, and DOD Certified Electro Static Discharge instructor.

Neemesh Shah, BA
Governance Research and Data Analyst

As Governance Research and Data Analyst, Neemesh Shah's role is to manage and analyze XCEO's unique data so it can be strategically and creatively implemented with XCEO products and services to best serve clients. Mr. Shah contributes to the XCEO Newsletter, XCEO INK, as well as mines and generates proprietary data for XCEO clients, associates and the sales and marketing teams. In addition to these critical functions, he assists Dr. Curtis J. Crawford with research for his forthcoming board governance book.

Prior to joining XCEO, Mr. Shah completed his Bachelor of Arts degree in Business Studies from California State University, Hayward in 2006. While completing his degree, Mr. Shah attained first-class customer relations skills

providing support to premium and luxury season ticket holders for the Golden State Warriors. Mr. Shah also previously executed Quality Assurance testing while working for the SanDisk Corporation as a team member of the Audio and Video Group.

Mr. Shah is versatile, creative, and energetic with over 10 years of experience serving diverse roles in customer service and technology.

Samantha Mickens, BA
Executive Search Assistant

As an Executive Search Assistant, Samantha Mickens is a key member of XCEO's Board Succession efforts, supporting clients by identifying qualified executives to fill recently vacated corporate board positions. Ms. Mickens also assists with XCEO's Professional Mentoring programs by partnering with directors to cultivate and enhance leadership attitudes and behaviors resulting in, what XCEO calls, Enlightened Governance. In her role, Ms. Mickens utilizes XCEOs Integrated Board Leadership Process in working with clients who make leadership development a priority.

Prior to joining XCEO, Ms. Mickens spent over a decade assisting municipal government organizations in the development of several successful community programs, primarily focused on environmental stewardship and the responsible management of vital public and natural resources.

While completing a BA in Political Science from the University of Arizona, as well as an Associate's Degree in Communications, Ms. Mickens participated in a hospitality internship through the Walt Disney World College Program followed by an internship at a Congressional District office. She has studied non-governmental organizations, and has experience working for a non-profit organization.

Ms. Mickens' passion for effective, ethical leadership and efficient organizational management is reflected in her educational efforts as well as previous career experience.

Raelene De Santiago
Administrative Assistant - Customer Support

As the Administrative Assistant, Customer Support at XCEO, Ms. De Santiago performs administrative duties to support the XCEO Sales & Marketing teams. She also manages the office, facilitates scheduling and coordination and acts as a liaison between the XCEO team, clients and associates. In addition, Ms. De Santiago is Dr. Crawford's assistant, supporting his board work, scheduling and communication.

Prior to joining XCEO, Ms. De Santiago worked for more than 23 years for companies in the home building, real estate development and education industries. Her previous positions involved various administrative and support duties. Ms. De Santiago has a strong desire to excel and make a positive impact on every individual she encounters.

Contact Us

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