



RGS FINANCE COMMITTEE AGENDA

Agenda materials may be viewed on the Agency's web site or by contacting the Executive Director prior to the meeting.

REGULAR MEETING
August 27, 2015
2:50 p.m.

Leshar Center for the Arts
Encore Room
1601 Civic Drive
Walnut Creek, CA 94596

1. CALL TO ORDER

A. Election of Officers

Action

2. CHANGES TO THE ORDER OF AGENDA

3. PUBLIC COMMENT

Each speaker is limited to two minutes. If you are addressing the Executive Committee (EC) on a non-agenda item, the EC may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2). However, the EC's general policy is to refer items to staff for attention, or have a matter placed on a future EC agenda for a more comprehensive action or report.

4. APPROVAL OF CONSENT AGENDA

Consent agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Executive Committee, staff or public request specific items to be removed for separate action.

A. Approval of **April 16, 2014** Minutes

Action

5. TREASURER'S REPORT - None

6. OLD BUSINESS - None

7. NEW BUSINESS - None

8. ADJOURN

The next Regular Meeting will take place on November 19, 2015 at 1:00 p.m. in Yountville.

Americans with Disabilities Act

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Richard Averett at (650) 587-7301. Notification in advance of the meeting will enable Agency to make reasonable arrangements to ensure accessibility.

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**REGIONAL GOVERNMENT SERVICES AUTHORITY
FINANCE COMMITTEE MINUTES
APRIL 16, 2015**

The Finance Committee of the Regional Government Services Authority held a regular meeting on April 16, 2015 at the Larkspur City Council Chambers. The meeting was called to order at 1:17 p.m.

1. CALL TO ORDER

Members Present: Ken Nordhoff, Chair
Dan Schwarz, Member
Members Absent: Herb Pike, Vice-Chair
Other Attendees: Board Members Julie Carter, Mike Garvey, Steve Rogers
Richard Averett, Executive Director
Jennifer Bower, Director of Human Resources
Steve Gedestad, Keenan and Associates
Briana Overgaard, Keenan and Associates

2. CHANGES TO THE ORDER OF AGENDA – None

3. PUBLIC COMMENT – None

4. APPROVAL OF CONSENT AGENDA

- A. Approval of **August 23, 2014** Minutes
- B. Approval of Administrative & Financial Policies Updates
Action: Moved and seconded (Schwarz/Nordhoff) to approve consent agenda.
AYES: Nordhoff, Schwarz
NOES: None
ABSTAIN: None

5. TREASURER'S REPORT

- A. Approval of FY2016 Budgets for RGS, LGS and MSA
Executive Director Averett reviewed the FY14, projected FY15 and proposed FY16 budgets, noting that financial performance continues to be modestly positive while the agency continues to invest in its capacity to add more partner agencies, staff, rebuild its website, launch a training program and support the professional development and shared expertise of its Advisors.
Action: Moved and seconded (Schwarz/Nordhoff) to approve FY2016 Budgets for RGS, LGS and MSA.
AYES: Nordhoff, Schwarz
NOES: None
ABSTAIN: None
- B. Approval of FY2014 Independently Audited Financial Statements for RGS, LGS and MSA
Executive Director Averett reviewed the audited financials, noting that FY13 financials were restated for property & casualty and workers' compensation liability being recognized on MSA's financials and no longer on RGS or LGS financials. Discussion included auditor comments and timeliness. Staff is addressing both issues.
Action: Moved and seconded (Schwarz/Nordhoff) to approve Independently Audited Financial Statements for RGS, LGS and MSA.
AYES: Nordhoff, Schwarz
NOES: None
ABSTAIN: None
- C. Approval of Recommended Additional RGS and LGS contributions to MSA claims reserves

Executive Director Averett presented the report, noting that the Boards' intent that MSA pay claims originating prior to MSA formation, would be fully implemented with the proposed additional contributions from RGS and LGS to MSA. The proposed actions would restore minimum reserve targets for all three agencies.

Action: Moved and seconded (Schwarz/Nordhoff) to approve additional RGS and LGS contributions to MSA claims reserves.

AYES: Nordhoff, Schwarz

NOES: None

ABSTAIN: None

6. OLD BUSINESS - None

7. NEW BUSINESS – None

8. ADJOURNMENT – The meeting adjourned at 1:43 p.m. The next regular meeting is scheduled for August 20, 2015 at 1:00 p.m. in Walnut Creek.