

**REGIONAL GOVERNMENT SERVICES AUTHORITY
EXECUTIVE COMMITTEE MINUTES
FEBRUARY 18, 2016**

The Regional Government Services Authority held a regular meeting of the Executive Committee on February 18, 2016 at Dublin Civic Center Regional Meeting Room. The meeting was called to order at 12:39 p.m.

1. CALL TO ORDER

Members Present: Ken Nordhoff, Chair
Dan Schwarz, Vice-Chair
Julie Carter, Alternate Member
Steve Rogers, Member
Mike Garvey, Member

Other Attendees: Richard Averett, Executive Director
Jennifer Bower, Director of Administrative Services
Tara Sanders, Deputy Clerk of the Board

2. PUBLIC COMMENT – None.

3. APPROVAL OF CONSENT AGENDA

- A. Approval of **November 19, 2015** Minutes
 - B. Approval of Payments and Deposits made October 2015 through December 2015
 - C. Approval of Investments Report through December 2015
 - D. Approval of Regularly Scheduled Meetings Calendar
 - E. Acceptance of RGS Position Listings
 - F. Approval of Management Services Agreements
- Action:** Moved and seconded (Rogers/Carter) to approve consent agenda.
AYES: Nordhoff, Carter, Rogers, Schwarz, Garvey
NOES: None
ABSTAIN: None

4. TREASURER'S REPORT

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through December 2015
Executive Director Averett reviewed financial performance.

Executive Director Averett reported that the Authority's financial performance is better than expected at six months into the fiscal year, because new clients and additional work for existing partner agencies is being added at a faster rate than expiring work. From inception, the Authority has contracted with 158 agencies. This is an information item and no action was taken.

5. OLD BUSINESS

A. Approve Updates to Board Training Funds Policy

Director of Administrative Services Bower reviewed the proposed changes to the training allowance, including a one year carry over of unspent allowance, and expanded use of funds by member agencies. Members who are in good standing and have reached one year of service for the Authority are eligible for the funds. Ms. Bower will check each member agency's use of available funds so that member agencies can plan for future use of the funds.

Action: Moved and seconded (Rogers/Garvey) to approve the updated Board Training Funds Policy.

AYES: Nordhoff, Schwarz, Carter, Rogers, Garvey

NOES: None

ABSTAIN: None

Recess to Closed Session 12:52 p.m.

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION Initiation of litigation pursuant to Government Code Section 54956.9(d) (4): One potential case.

Reconvene Regular Meeting 2:45 p.m.

- A. Report from Closed Session – Direction was provided to legal counsel and staff.

6. NEW BUSINESS

- A. Considered Amendments to the Restated Joint Powers Agreement to provide that the JPA will indemnify Member Agencies and to add Associate Membership status.

The Executive Committee directed that staff and counsel comprehensively review the JPA agreement and bring back policy changes, including indemnification, for reconsideration.

- B. Authorize the Executive Director to negotiate for inclusion of a Private Firm's Services.

Executive Director Averett reviewed the report and remaining issues associated with adding this additional service and twenty-one employees, to the RGS model. One concern from the firm is the lack of a defined benefit plan. The chances of going forward with incorporating the firm into RGS are fifty-fifty at best. The Executive Director is seeking feedback and considerations from Committee while continuing to work with the firm. If LGS audit results in discontinuing our PERS contract, then LGS may be a good home for DB plan in a few years if employees can come to RGS for a few years with the possibility of a DB plan option. Committee Members expressed support for the concept, but some Members had reservations about accommodating changes to the RGS model and the cost of these services (as currently charged by the firm).

This item was continued until for further discussions. A Special Meeting in approximately 30 days may be needed to address items A and B.

C. Authorize an Additional Contribution of \$200,000.00 to MSA for Insurance Reserves
Action: Moved and seconded (Garvey/Schwarz) to approve an additional contribution to MSA.

AYES: Nordhoff, Schwarz, Carter, Rogers, Garvey

NOES: None

ABSTAIN: None

D. Authorize the Appointment of a Board Secretary

Action: Moved and seconded (Schwarz/Rogers) to approve the appointment of Tiffany Buraglio as Board Secretary.

AYES: Nordhoff, Schwarz, Carter, Rogers, Garvey

NOES: None

ABSTAIN: None

7. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS

A. Executive Director: Discussions with CJPIA about a settlement offer, which the Committee would ultimately consider for approval; Meetings calendar – suggested moving the Executive Director Compensation annual review from May to August Meeting, and making the August meeting the annual Board meeting.

(Future meeting topics: Contracting & Subcontracting Guidelines)

Executive Director Averett clarified as required by California Code to have an annual meeting of the Board and requests to have Executive Committee approve budget in May for next year. In August, Board and Committee elections are scheduled, so therefore, the Executive Director requested that the Board not meet in May and have annual meeting at election time in August. Goals are tied to performance for the fiscal year and more appropriate for a report in August.

Vice Chair Schwarz welcomes a review in August.

B. Members:

RGS Executive Committee Member Carter informed that Dublin is a member of the ABAG PLAN, a pool for insurance purposes with twenty-eight member cities. The pool members wish to stay together yet all need “home” for pool administration. PLAN is a Public Benefit Corporation. Committee Members expressed support for RGS possibly providing contractual work, but not taking on all the responsibilities and risks of an insurance pool.

8. ADJOURNMENT – The meeting adjourned at 3:31 p.m. The next regular meeting is scheduled for May 19, 2016 at 1:00 p.m. in Larkspur.