

**REGIONAL GOVERNMENT SERVICES AUTHORITY  
EXECUTIVE COMMITTEE MINUTES  
AUGUST 15, 2019**

The Regional Government Services Authority held a regular meeting of the Executive Committee on August 15, 2019 via teleconference. The meeting was called to order at 1:41 p.m.

**1. CALL TO ORDER / ROLL CALL**

Members Present: Fran Robustelli, Chair  
Dan Buckshi, Member  
Julie Carter, Alternate Member  
Dan Schwarz, Member

Members Absent: Steve Rogers, Vice Chair  
Michael McHatten, Member

Other Attendees: Richard Averett, Executive Director  
Sophia Selivanoff, Deputy Executive Director for Client Services  
Jeff Kise, Finance and Operations Manager  
Rich Oppenheim, Administrative Services Manager  
Tiffany Buraglio, Executive Assistant  
Sky Woodruff, Agency General Counsel  
Scott Kivel, Agency Special Counsel

**A. Election of Officers**

**Action:** Moved and seconded (Schwarz/Carter) to appoint Fran Robustelli as Executive Committee Chair and Steve Rogers as Executive Committee Vice Chair

**AYES:** Robustelli, Buckshi, Carter, Schwarz

**NOES:** None

**ABSTAIN:** None

**2. PUBLIC COMMENT - None**

**3. APPROVAL OF CONSENT AGENDA**

- A. Approval of **May 16, 2019** Minutes
- B. Approval of RGS Position Listings
- C. Approval of Regularly Scheduled Meetings Calendar
- D. Approval of Payments and Deposits made April 2019 through June 2019
- E. Approval of Investments Report through June 2019
- F. Approval of Management Services Agreements

Staff requested item 3C be pulled from the Consent Agenda for discussion.

**Action:** Moved and seconded (Buckshi/Schwarz) to approve consent agenda items A, B, D, E and F.

**AYES:** Robustelli, Buckshi, Carter, Schwarz

**NOES:** None

**ABSTAIN:** None

**C. Approval of Regularly Scheduled Meetings Calendar**

Executive Director Averett wanted to make the dates in particular for the November 2019 and February 2020 in-person meetings known to get them on your calendar. At the last meeting the group discussed holding a meeting on the last day of the February League City Managers conference, but Executive Director Averett and Deputy Director for Client Services Selivanoff noted that at the last meeting CJPIA had a lunch meeting at the outset of the conference and it did not conflict with conference sessions. Executive Director Averett wanted thoughts from the group on preferred meeting dates and times in conjunction with the League City Managers

Conference. Member Buckshi expressed a preference of waiting until the schedule is published to avoid a conflict. Vice Chair Schwarz normally travels on the first day so normally that would be a conflict but due to location this year that wouldn't be an issue for him. Executive Director Averett noted that a meeting time will be held on everyone's calendar for now, and requested members to let staff know if conflicts arise.

**Action:** Moved and seconded (Carter/Schwarz) to approve consent agenda item C

**AYES:** Robustelli, Buckshi, Carter, Schwarz

**NOES:** None

**ABSTAIN:** None

#### 4. TREASURER'S REPORT

##### A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through June 2019

Information item; no action was taken. Finance and Operations Manager Kise noted the financial report is an unaudited version of the full fiscal year report. The year loss is about half of what had been forecast at the May meeting, and was down quite significantly from the original projection at the outset of the year. While RGS income from serving LGS and MSA ended at mid-fiscal year, some of the lost revenue is being made up from revenue from MSS and the Municipal Dental Pool in addition to the active client base of RGS. With regard to reserves, the JPA received reserve funds when MSA was dissolved. Operating reserves are currently fully funded. The claims reserve is about 70% funded. Staff plans to freeze funding level on insurance reserves and allow operating reserves to fluctuate with financial performance throughout the year once the audit is complete. Finance and Operations Manager Kise noted that the training academies are doing really well and is a profitable service line as well as providing good exposure for the JPA.

#### 5. OLD BUSINESS

##### A. Interim Strategic Plan Update

Administrative Services Manager Oppenheim noted since last meeting we expect to bring an outside strategic planner on board to perform a five-year strategic plan. Once they are selected the firm will be reaching out ahead of the November meeting for some feedback from the members and will facilitate a strategic planning workshop at the November meeting. The JPA is also bringing in a consultant to conduct customer feedback interviews to assist the JPA in developing feedback strategies to meet evolving needs and retain partner agencies. Ideally the JPA would like a consultant who can deliver both projects. The new social media coordinator is continuing to expand the JPA's social media presence. The Public Works service line is in demand and the JPA is continuing to look for advisors in this area, The JPA has added a new Emergency Services advisor and the Recruitment Team is utilizing a new online skills testing platform.

**Action:** Moved and seconded (Schwarz/Buckshi) to receive Interim Strategic Plan updates

**AYES:** Robustelli, Buckshi, Carter, Schwarz

**NOES:** None

**ABSTAIN:** None

#### 6. NEW BUSINESS

##### 1:15 p.m. Recess to Closed Session

###### CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

Name of Cases: (1) Administrative Appeal of CalPERS Audit Services Review of City of Arroyo Grande

###### CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

(Pursuant to Government Code Section 54956.9(d)(4))

Initiation of litigation: (1) Sixteen potential cases

##### 1:30 p.m. Reconvene Meeting

Report Out of Closed Session – No reportable action was taken.

**7. EXECUTIVE DIRECTOR AND COMMITTEE MEMBERS**

- A. Executive Director: Executive Director Averett provided updates on the pools the JPA is involved in. The Dental Pool has a draft contract with Delta Dental and a meeting tomorrow to finalize that. The JPA has received confirmation that there will be payment for work performed for the first 6 months of the year and should be getting paid quarterly or semi-annually thereafter. The payment is more than anticipated because the pool has grown more than anticipated. In the Dental Pool there are currently 19 agencies, over 3,500 members and another 500 members might be coming in with a possible 3 to 5 agencies joining in September. PACE is the JPA RGS belongs to for major medical. PACE has 29 agencies and over 1,500 subscribers and 2,000 dependents, coming to a total of almost 3,600 lives covered by the program. There are no outstanding issues on PACE. RGS currently has a staff member serving as chair of PACE. MIC is the general liability/workers compensation buying pool. There are currently 8 members in MIC. Jeff Kise serves as treasurer for MIC. There are no outstanding issues with PACE. STARS only has 2 agencies participating in the retirement plan JPA. STARS is having a conference call with Keenan to enlist their help with marketing. With just a few additional members bringing in a few more million in assets, the JPA's costs drop quite a bit and it becomes much more competitive. With regards to potential RGS membership opportunities, Napa membership is a possibility and otherwise staff is not in active discussion with any other agencies at this time. Staff will be revisions to the Member benefit reimbursement policy in anticipation of the time when there are Board members who don't serve on Executive Committee, and the EC is doing most of the work. Staff anticipate presenting a proposed policy update at the November Executive Committee meeting.
- B. Members: Executive Director Averett asked Chair Robustelli to update the group on the Executive Director Compensation Committee. Chair Robustelli reported there is an ad hoc committee made up of Chair Robustelli and Vice Chair Schwarz. The committee is meeting with staff in September to map out a review process of Executive Director performance and compensation.

- 8. ADJOURN** – The meeting adjourned at 2:46 p.m. The next regular meeting is scheduled for November 22, 2019 at 10:30 a.m. in Monterey.