

**REGIONAL GOVERNMENT SERVICES AUTHORITY
EXECUTIVE COMMITTEE MINUTES
MAY 19, 2016**

The Regional Government Services Authority held a regular meeting of the Executive Committee on May 19, 2016 at the Central Marin Police Authority Community Room. The meeting was called to order at 3:52 p.m.

1. CALL TO ORDER

Members Present: Ken Nordhoff, Chair
Dan Schwarz, Vice-Chair
Steve Rogers, Member
Julie Carter, Alternate Member
Members Absent: Mike Garvey, Member
Other Attendees: Richard Averett, Executive Director
Jennifer Bower, Director of Administrative Services
Tara Sanders, Assistant Clerk of the Board

A. Election of Officers

Action: Nomination of Ken Nordhoff as Chair and Dan Schwarz as Vice-Chair. Moved and seconded (Schwarz/Carter) to elect Nordhoff as Chair and Schwarz as Vice-Chair.

AYES: Nordhoff, Schwarz, Rogers, Carter

NOES: None

ABSTAIN: None

2. PUBLIC COMMENT – None

3. APPROVAL OF CONSENT AGENDA

- A. Approval of **February 18, 2016** Minutes
- B. Approval of Payments and Deposits made January 2016 through March 2016
- C. Approval of Investments Report through March 2016
- D. Approval of Regularly Scheduled Meetings Calendar
- E. Acceptance of RGS Position Listings
- F. Approval of Management Services Agreements

Action: Moved and seconded (Schwarz/Rogers) to approve consent agenda.

AYES: Nordhoff, Schwarz, Rogers, Carter

NOES: None

ABSTAIN: None

4. TREASURER'S REPORT

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through March 2016
Executive Director Averett reviewed the preliminary year-to-date financial reports, noting that the JPA's performance is on track to achieve the results forecasted in the FY17 budget report approved by the Board. A slightly positive performance by year-end is expected. This is an information item and no action was taken.

- B. Authorization to Extend External Auditor Engagement

Action: Moved and seconded (Schwarz/Carter) to approve extending external auditor engagement.

AYES: Nordhoff, Schwarz, Rogers, Carter

NOES: None

ABSTAIN: None

5. OLD BUSINESS – None

6. NEW BUSINESS

A. Authorize Executive Director to Enter into Procurement Agreements

The Committee discussed the proposed action and suggested the Executive Director use his existing authority to use the employment contract process (including employee loans) to address the immediate need.

Action: Moved and seconded (Schwarz/Carter) to postpone the proposed action.

AYES: Nordhoff, Schwarz, Rogers, Carter

NOES: None

ABSTAIN: None

7. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS

A. Executive Director: none.

B. Members: none.

8. ADJOURNMENT – The meeting adjourned at 4:04 p.m. The next regular meeting is scheduled for August 18, 2016 at 1:00 p.m. in Walnut Creek.