

**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, 2015** 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.