

**REGIONAL GOVERNMENT SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
MAY 8, 2025**

The Regional Government Services Authority held a regular meeting of the Board of Directors on May 8, 2025 in Monterey. The meeting was called to order at 1:34 p.m.

1. CALL TO ORDER / ROLL CALL

Members Present: Hilary Straus, Chair

Shannon O'Hare, Vice Chair

Dan Buckshi, Member

Liz Habkirk, Member

Megan Hunter, Member

Brad Raulston, Member

Colleen Tribby, Member

Members Absent: none

Other Attendees: Sophia Selivanoff, Executive Director/CFO

Gina Schuchard, Deputy CFO via teleconference

Rich Oppenheim, Administrative Services Manager

Chris Paxton, Client Relations Manager

Deona Knight, HR Manager

Lindsay Rice, Accounting Manager via teleconference

Ashley Metzger, Communications Manager

Tiffany Buraglio, Executive Assistant

Richard Blut, NeoGov Support Services

Steve Flint, Land Use Services

Glenn Lazof, Finance Administration Services

Sky Woodruff, Authority Counsel via teleconference

Scott Kivel, Authority Special Counsel via teleconference

Jeff Cable, photographer

A. Public Hearing on Vacancies and Recruitment and Retention Efforts (AB 2561)

Chair Straus opened the public hearing and recognized there were no members of the public in attendance. No members of the Board of Directors had comments.

HR Manager Knight addressed the differences in the RGS business model compared to the traditional government staffing model which led to AB 2561. HR Manager Knight reviewed the agency's current staffing levels, hiring activity, and turnover rates for the 2024 calendar year. HR Manager Knight reviewed the process by which RGS recruits new employees, including a description of benefits offered as a method of retention.

Chair Straus requested to table item 1B until all members were present.

2. PUBLIC COMMENT – None

1:43 p.m. Member Hunter joined the meeting

3. APPROVAL OF CONSENT AGENDA

A. Approval of **November 21, 2024** and **February 3, 2025** Minutes

Action: Moved and seconded (Habkirk / Raulston) to approve Consent Agenda
AYES: Straus, Buckshi, Habkirk, Hunter, Raulston, Tribby
NOES: None
ABSTAIN: Buckshi abstained from voting on the February 3, 2025 minutes due to non-attendance at the meeting

4. OLD BUSINESS – None

5. NEW BUSINESS

A. Approval of FY26 Proposed Budget

Deputy CFO Schuchard reviewed the projected financial performance for FY2025, detailing how various service lines and specific client contracts have performed. Payroll and benefits continue to make up the largest share of expenses, followed by litigation, legal and technology. The FY2026 Budget projects a 2% increase in revenue, which is a conservative projection to allow for some uncertainty in the marketplace. Deputy CFO Schuchard presented slides comparing actual and estimated revenue and expenses amounts.

A question was asked about the varying amounts of conference and outreach expenses for the different fiscal years and Executive Director Selivanoff noted that the higher than usual expenditure for expenses in FY24 came at the end of Covid when there was a lot of pent-up demand for outreach and conference expenditures.

An update on the Enterprise Resource Planning (ERP) rollout was requested. Executive Director noted that the agency was going to begin using the system July 1, 2025. Deputy CFO Schuchard reviewed how the new Deltek project-based structure of accounting will be different from the current system. It was noted that historical data from the old system will not transfer to the new system, so it will take some time to have meaningful data from the new system. Expenses for the rollout of the system will be different from standard annual operating expenses, and it was confirmed that Deltek is a cloud-based system.

Action: Moved and seconded (Tribby / Hunter) to approve the FY26 Proposed Budget
AYES: Straus, Buckshi, Habkirk, Hunter, Raulston, Tribby
NOES: None
ABSTAIN: None

1:57 p.m. Authority Counsel Woodruff joined the meeting virtually

B. Appointment of Executive Committee Members

Executive Director Selivanoff reviewed the makeup of the RGS Board and Executive Committee governing bodies and noted that historically the Board members have all served on the Executive Committee, but that was not a requirement.

A question was asked what the rationale was for having two separate governing bodies when the makeup of the members has historically been the same. Executive Director Selivanoff noted that the original vision for the agency was larger, and it was thought that there might be potential for non-overlapping members participating with each governing body.

It was noted that keeping the bodies separate might be attractive to potential members who wanted to have a slower introduction to the agency. Members asked staff to investigate the legal and logistical issues of potentially collapsing the two governing bodies into one.

Action: Moved and seconded (Buckshi / Straus) to appoint the Board in its entirety to serve on the Executive Committee

AYES: Straus, Buckshi, Habkirk, Hunter, Raulston, Tribby

NOES: None

ABSTAIN: None

6. EXECUTIVE DIRECTOR, COMMITTEE AND MEMBER REPORTS

- A. Executive Director – Executive Director Selivanoff announced that Administrative Services Manager Rich Oppenheim has accepted the position of Deputy Executive Director, and she is looking forward to his continued valuable input to the agency.
- B. Members – None

2:06 p.m. Recess to Executive Committee Meeting

2:19 p.m. Vice Chair O'Hare joined the Executive Committee meeting

2:20 p.m. Authority Special Counsel Kivel joined the Executive Committee meeting virtually

2:52 p.m. Reconvene Board of Directors Meeting

1. B. Election of Officers

Action: Moved and seconded (Straus / Habkirk) to nominate Shannon O'Hare as Board Chair

AYES: Straus, O'Hare, Buckshi, Habkirk, Hunter, Raulston, Tribby

NOES: None

ABSTAIN: None

Action: Moved and seconded (Habkirk / Raulston) to nominate Colleen Tribby as Board Vice Chair

AYES: Straus, O'Hare, Buckshi, Habkirk, Hunter, Raulston, Tribby

NOES: None

ABSTAIN: None

- 7. ADJOURNMENT** - The meeting adjourned at 2:56 p.m. The next regular meeting is May 21, 2026, location TBD.