

**REGIONAL GOVERNMENT SERVICES
JOINT POWERS AUTHORITY
EXECUTIVE COMMITTEE MINUTES**

**APPROVED
ACTION MINUTES**

The Regional Government Services Joint Powers Authority held a regular committee meeting by teleconference on **June 10, 2010** at Cavallo Point, The Lodge at the Golden Gate, 601 Murray Circle, Suite 2404, Fort Baker, Sausalito, CA 94965. The meeting was called to order at **1:04 p.m.**

1. CALL TO ORDER

Members Present: Mike Garvey, RGS Chair Members Absent: none
Henry Gardner, Member
Ken Nordhoff, Member
Dan Schwarz, Member
Other Attendees: Richard Averett, RGS Executive Director/CFO
Jennifer Bower, RGS Human Resources Director

A. Selection and Approval of Executive Committee Officers.

ACTION: **M/S Gardner/Schwarz** to nominate and approve Mike Garvey as Chair and Ken Nordhoff as Vice Chair.

AYES: Chair Garvey, Member Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

2. CHANGES TO THE ORDER OF AGENDA - None

3. APPROVAL OF CONSENT AGENDA

Item 3 B was removed from the Consent Agenda to be voted on separately.

A. Approval of **April 15, 2010** Minutes; C. Approval of agreement with SMART; and D. Approval of agreement with Ventura County Health Services.

ACTION: **M/S Gardner/Nordhoff** to approve Consent Agenda items A, C and D as presented.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

B. Approval of management services agreement with the City of Rohnert Park

ACTION: **M/S Gardner/Nordhoff** to approve the management services agreement with the City of Rohnert Park as presented.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner

NOES: None

ABSTAIN: Member Schwarz

4. TREASURER'S REPORT

The Chair asked that future agenda packets be streamlined for printing by referencing duplication on RGS agenda, where appropriate.

A. Review of month-end financial reports through April 2010. Presented by Executive Director and discussed by Executive Committee.

B. Approval of Payments and Deposits made March and April 2010.

ACTION: **M/S Nordhoff/Gardner** to approve the payments and deposits as presented.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

C. Approval of Investments Report through May 2010.

ACTION: **M/S Nordhoff/Gardner** to approve the investments report as presented.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

D. Approval of Audit for Fiscal Year 2009 with SAS 114 Letter.

ACTION: **M/S Schwarz/Gardner** to approve the Audit for Fiscal Year 2009 with SAS 114 Letter as presented.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

- E. Approval of 2011 Budget. Presented by the Executive Director and discussed by the Committee. The Committee expressed that additional client rate reductions be carefully considered in order to minimized the chance that rates would have to be increased at a future date. The Committee expressed a desire to include up to two additional BES scholarships for new Member Yountville, and requested that RGS make two additional ICMA conference registrations available for Member agencies and provide up to \$1,000 per sponsored conference attendee for transportation and lodging. The Executive Director told the Committee that the proposed budget could incorporate these requests without amendment.

It was noted that Member Gardner had to leave the meeting at 1:42 p.m.

ACTION: **M/S Nordhoff/Schwarz** to approve the 2011 Budget

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Schwarz

NOES: None

ABSTAIN: None

5. OLD BUSINESS

- A. STARS update. The Executive Director updated the Committee.

6. NEW BUSINESS

- A. Client and Prospective Client Update. The Executive Director noted the increasing number of clients and staff as summarized in the new report format accompanying the position listing. Potential new JPA members were discussed as well as follow-up contacts by Members and the Executive Director.

- B. Regularly Scheduled Meetings – The Members reviewed the scheduled upcoming meeting, discussed and expressed a desire to cancel the July 8th meeting if no subsequent business required a meeting, with the next scheduled meeting date August 12th, at 4:00 p.m. This item was for discussion only, and no action was taken.

- C. Approval of new JPA member agency, the Town of Yountville.

ACTION: **M/S Nordhoff/Schwarz** to approve the new JPA member agency.

AYES: Chair Garvey, Vice-Chair Nordhoff, Member Gardner, Member Schwarz

NOES: None

ABSTAIN: None

7. PUBLIC COMMENT – None

- 8. NEXT MEETING –** The July 8th meeting is cancelled if there are no items needing the Committee's attention. The next meeting would be August 12th, 2010 4:15 p.m. via teleconference.

- 9. ADJOURNED -** Meeting adjourned at 1:45 p.m.