

**REGIONAL GOVERNMENT SERVICES AUTHORITY  
EXECUTIVE COMMITTEE MINUTES  
FEBRUARY 7, 2020**

The Regional Government Services Authority held a regular meeting of the Executive Committee on February 7, 2020 at the Meritage Resort in Napa, CA. The meeting was called to order at 11:56 a.m.

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

**Introductions**

Members Present: Fran Robustelli, Chair  
Dan Buckshi, Member  
Michael McHatten, Member  
Dan Schwarz, Member  
Linda Smith, Member

Members Absent: Steve Rogers, Vice-Chair

Other Attendees: Richard Averett, Executive Director  
Sophia Selivanoff, Deputy Executive Director for Client Services  
Rich Oppenheim, Administrative Services Manager  
Sky Woodruff, Agency General Counsel  
Scott Kivel, Agency Special Counsel  
Linadria Porter, Catalyst Group  
Charles Gardiner, Catalyst Group

A. Election of Officers

**Action:** Moved and seconded (Schwarz/Buckshi) to nominate Steve Rogers as Executive Committee Chair and moved and seconded (Buckshi/Schwarz) to nominate Michael McHatten as Executive Committee Vice Chair

**AYES:** Robustelli, Buckshi, McHatten, Schwarz, Smith

**NOES:** None

**ABSTAIN:** None

**2. PUBLIC COMMENT – None**

**3. APPROVAL OF CONSENT AGENDA**

A. Approval of **November 22, 2019** Minutes

B. Approval of RGS Position Listings

C. Approval of Regularly Scheduled Meetings Calendar

D. Approval of Payments and Deposits made October 2019 through December 2019

E. Approval of Investments Report through December 2019

F. Approval of Management Services Agreements

G. Approval of Municipal Dental Pool Update

H. Approval of Updates to Personnel Rules, Regulations and Policies

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

**AYES:** Robustelli, Buckshi, McHatten, Schwarz, Smith

**NOES:** None

**ABSTAIN:** None

**Item 5 was moved forward for discussion prior to 4A and B.**

**4. TREASURER'S REPORT**

A. Review of Preliminary Fiscal-Year-To- Date Financial Reports through December 2019 Information item; no action was taken. Executive Director Averett noted the loss to date (\$31k) was less than last year at this time and \$100k is being set aside for reserves. We expect to be able to add several hundred thousand in retained earnings by fiscal year end to partially restore net retained earnings after the CJPIA restatement.

**B. Approval of FY19 Audited Financial Statements**

Executive Director Averett corrected the agenda to note that this is an Action item, not an informational item. Averett also noted that there have been no changes to the financial statements since last discussed at the November meeting, with major impacts on the FY19 financials being the CJPIA restatement and dissolution of LGS and MSA.

**Action:** Moved and seconded (Buckshi/McHatten) to approve FY19 Audited Financial Statements.

**AYES:** Robustelli, Buckshi, McHatten, Schwarz, Smith

**NOES:** None

**ABSTAIN:** None

**5. OLD BUSINESS**

**A. Approval of Strategic Plan**

Administrative Services Manager Rich Oppenheim reintroduced the Catalyst team who presented the strategic plan draft at the last meeting, noting there were only non-substantive changes to the Goals, while significant development in the involvement of staff and implementation plans.

Executive Director Averett noted that staff was eager to get going and would report back to the Committee at a high level to keep the Committee aware of progress. Charles Gardiner presented the plan. Discussion and input were received from the Committee Members, especially around how we ‘tell our story’—need to be clear on both the intangible but real value of RGS’ public agency status as well as specific advantages for partners of doing business with another government agency vs. a non-profit or for-profit entity. It was noted that most of RGS services are for core admin functions and there is a natural connection with public agencies. We should make sure that all RGS service offerings and the way we present them are aligned with public service values. This concept of who we are and what we offer should be incorporated into the strategic plan.

**Action:** Moved and seconded (Smith/Buckshi) to approve Strategic Plan.

**AYES:** Robustelli, Buckshi, McHatten, Schwarz, Smith

**NOES:** None

**ABSTAIN:** None

**6. NEW BUSINESS - None**

**1:42 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

**2:38 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 PACE JPA and STARS, and outlined a proposal for an RGS legislative platform that focuses on clarity and certainty about contracting for services and on local control of operations. Over the next few meetings, Averett will develop a proposal for Committee consideration.

**B. Members:** No Member reports.

8. **ADJOURN** – The meeting adjourned at 2:40 p.m. The next regular meeting is scheduled for May 21, 2020 via teleconference.