

**REGIONAL GOVERNMENT SERVICES AUTHORITY
EXECUTIVE COMMITTEE MINUTES
November 17, 2022**

The Regional Government Services Authority held a regular meeting of the Executive Committee on November 17, 2022 via videoconference. The meeting was called to order at 1:04 pm.

1. CALL TO ORDER / ROLL CALL

Members Present: Liz Habkirk, Chair
Dan Buckshi, Vice Chair
Steve Rogers, Member
Dan Schwarz, Member
Linda Smith, Member
Hilary Straus, Member

Members Absent: Brent Slama, Member

Other Attendees: Richard Averett, Executive Director
Sophia Selivanoff, Deputy Executive Director for Client Services
Rich Oppenheim, Administrative Services Manager
Tiffany Buraglio, Executive Assistant
Lindsay Rice, RGS Advisor

2. PUBLIC COMMENT – None

3. APPROVAL OF CONSENT AGENDA

- A. Approval of **September 15, 2022** Minutes
- B. Approval of Regularly Scheduled Meetings Calendar
- C. Approval of Payments and Deposits made August through September 2022
- D. Approval of Investments Report through September 2022
- E. Receive and File Management Services Agreements Update
- F. Receive and File Municipal Dental Pool Update
- G. Adopt Resolution **RGSEC2022-03** Authorizing Remote Teleconference Meetings Under the Brown Act as Amended by Assembly Bill 361 (2021)
Executive Assistant Buraglio noted that item 3G was inadvertently left off the posted consent agenda, but the item was included in the posted packet. An amended agenda will be re-posted to the website.
Action: Moved and seconded (Rogers/Smith) to approve Consent Calendar items A-G.
AYES: Habkirk, Buckshi, Rogers, Smith, Straus
NOES: None
ABSTAIN: None

4. TREASURER’S REPORT

- A. Review of Preliminary FYTD Financial Reports through September 2022 and Approval of Budget Adjustment
Finance and Operations Manager Kise noted that an adjustment was made to correctly recognize an anticipated payment of \$363,000 toward the CJPIA liability as a balance sheet event (should a resolution be reached) and not an operating expense. The payment has not yet been made and the CJPIA has not yet confirmed the payment offer. The JPA is on target with revenue and expenses for the fiscal year with no surprises. A question was asked regarding the remaining claim amount and Finance and Operations Manager Kise answered that CJPIA has a recorded liability of \$1.8 million on the books. The RGS staff have proposed an amount approximately \$900,000 less than the booked amount.

1:12pm - Member Schwarz joined the meeting.

Action: Moved and seconded (Rogers/Smith) to approve Budget Adjustment.
AYES: Habkirk, Buckshi, Rogers, Smith, Straus
NOES: None
ABSTAIN: Schwarz

B. Approval of FY22 Audited Financial Statements

Finance and Operations Manager Kise noted that the Pun Group was the audit firm again this year and the process went very smoothly. The audit came back with no management comments and the only adjustment was a CJPIA liability retrospective adjustment of \$16,000. There was a 24% growth in total revenue over the previous year in part due to an increase in CalSAWS business, but also due to an increase on the consulting side. Operating net revenue tripled over the prior year. The audit report includes the reserve pools at the end of the report as the Executive Committee requested.

Action: Moved and seconded (Buckshi/Rogers) to approve the FY22 Audited Financial Statements as presented.

AYES: Habkirk, Buckshi, Rogers, Schwarz, Smith, Straus

NOES: None

ABSTAIN: None

5. OLD BUSINESS – None

1:18 pm Recess to Closed Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Executive Director

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Ad Hoc Committee: Board Chair Habkirk and Immediate Past Board Chair Smith

Unrepresented employee: Executive Director

1:32 pm Reconvene Meeting

Report Out of Closed Session – No reportable action was taken

6. NEW BUSINESS

A. Approval of Ad Hoc Committee Recommendations on Executive Director Performance and Goals

Action: Moved and seconded (Smith/Straus) to approve Ad Hoc Committee recommendations on Executive Director performance and goals.

AYES: Habkirk, Buckshi, Rogers, Schwarz, Smith, Straus

NOES: None

ABSTAIN: None

B. Approval of Ad Hoc Committee Recommendations on Changes to Executive Director Compensation

The Chair noted the requirement to orally report changes to the Executive Director employment agreement per California Government Code section 54953 requires every legislative body of a local agency to orally report a summary of proposed actions on salaries, salary schedules, or fringe benefits of executive-level employees before approval. The following information satisfies this requirement. The Executive Director's new contract will increase the base annual salary from \$226,954.08 to \$242,432.96.

Action: Moved and seconded (Rogers/Buckshi) to approve Ad Hoc Committee recommendations on changes to Executive Director compensation.

AYES: Habkirk, Buckshi, Rogers, Schwarz, Smith, Straus

NOES: None

ABSTAIN: None

7. EXECUTIVE DIRECTOR, COMMITTEE AND MEMBER REPORTS

- A. Executive Director: Executive Director wanted to thank the EC for their approval of items 6A and 6B and note that he appreciates that the JPA has a very engaged Board and Executive Committee. Executive Director Averett asked Deputy Executive Director Selivanoff to comment on another CalPERS case in which the JPA is not involved, but is of interest. Deputy Executive Director Selivanoff discussed the case. Executive Director Averett wanted to discuss this case because it is an example of PERS creating their own standards which puts local governments in the difficult position of not knowing how to move forward in any manner other than to avoid PERS. RGS has had 365 clients since inception and the JPA continues to contract with new agencies as well as having repeat business. The JPA has 182 employees which is a new high for the agency. There is no bonus report at this time because there have been no bonuses issued. There should be a report at the February 2023 meeting after the first bonuses are issued at the end of the year. As was discussed in the Treasurer's Report, it has been over 3 months since the JPA made an offer to CJPIA to settle the outstanding liability. The JPA will continue to wait and consult with counsel about what steps might be taken to encourage a response. The balance of what is owed is \$1.8 million and a proposal of roughly \$0.9 million was made to settle the obligation. The offer was based on the cost of cases brought against the JPA and a 20% administrative cost for RGS's participation in CJPIA.
- B. Members: Member Rogers announced his upcoming retirement in a few months, and he is proud of what RGS has achieved over the years he has been involved and is appreciative and thankful to everybody. Member Smith polled the group about the completion of their local elections.

- 8. ADJOURN** – The meeting adjourned at 1:49 p.m. The next regular meeting is scheduled for February 16, 2023, via teleconference.