

**REGIONAL GOVERNMENT SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
FEBRUARY 21, 2019**

The Regional Government Services Authority held a regular meeting of the Board of Directors on February 21, 2019 at Larkspur City Hall Council Chambers. The meeting was called to order at 1:13 p.m.

1. CALL TO ORDER

Members Present: Fran Robustelli, Chair
Steve Rogers, Vice Chair
Julie Carter, Alternate Member
Dan Schwarz, Member

Other Attendees: Richard Averett, Executive Director
Sophia Selivanoff, Deputy Executive Director for Client Services
Sky Woodruff, Agency General Counsel
Peter McNamara, Keenan & Associates

2. PUBLIC COMMENT – None

3. APPROVAL OF CONSENT AGENDA

A. Approval of **November 15, 2018** Minutes

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

AYES: Robustelli, Rogers, Carter, Schwarz

NOES: None

ABSTAIN: None

4. TREASURER’S REPORT - None

5. OLD BUSINESS - None

6. NEW BUSINESS

A. Appointment of Michael McHatten to Serve on Executive Committee

Executive Director Averett noted that Mr. McHatten is familiar with RGS services, both as a direct client in his role as City Manager and Board President of the SVBGSA.

Action: Moved and seconded (Schwarz/Rogers) to appoint Michael McHatten to serve on Executive Committee.

AYES: Robustelli, Rogers, Carter, Schwarz

NOES: None

ABSTAIN: None

B. Receive Resignation of Troy Brown from Executive Committee

Executive Director Averett noted that Mr. Brown’s other commitments have precluded his full involvement to the degree he would want.

C. Approval of Salary Schedule Update

Executive Director Averett stated that this update is required, and that the updates were to add the Deputy CEO and to increase the upper range for several positions at the lower end of the pay schedules. After discussion of the changes, Board Members noted the lower range for Interns was too low based on their experience and thought \$15 per hour was a more appropriate minimum.

Action: Moved and seconded (Rogers/Carter) approve Salary Schedule update with the Intern position’s lower range increased from \$12 to \$15 per hour.

AYES: Robustelli, Rogers, Carter, Schwarz

NOES: None

ABSTAIN: None

7. EXECUTIVE DIRECTOR AND MEMBER REPORTS

- A. Executive Director: none
- B. Members: none

8. ADJOURNMENT - The meeting adjourned at 1:21 p.m. The next regular meeting date is scheduled for September 10, 2019, location TBD.