

**REGIONAL GOVERNMENT SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
MAY 18, 2023**

The Regional Government Services Authority held a regular meeting of the Board of Directors on May 18, 2023 in Monterey at the Monterey Plaza Hotel & Spa. The meeting was called to order at 3:05 p.m.

1. CALL TO ORDER / ROLL CALL

Members Present: Hilary Straus, Chair
Liz Habkirk, Vice Chair
Julie Baldia, Member
Dan Buckshi, Member
Megan Hunter, Member
Dan Schwarz, Member
Linda Smith, Member

Members Absent: None

Other Attendees: Sophia Selivanoff, Acting Executive Director
Rich Oppenheim, Administrative Services Manager
Gina Schuchard, Interim Deputy CFO (via teleconference)
Lindsay Rice, Accounting Manager (via teleconference)
Deona Knight, HR Manager
Chris Paxton, Senior Human Resources Advisor
Carrie Rogers, Senior Advisor, Economic Development
Richard Blut, Lead Advisor, NeoGov
Tiffany Buraglio, Executive Assistant
Sky Woodruff, Authority Counsel

1. CALL TO ORDER / ROLL CALL

A. Election of Officers

Action: Moved and seconded (Schwarz/Buckshi) to nominate Liz Habkirk as Board of Directors Chair

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

NOES: None

ABSTAIN: None

Action: Moved and seconded (Habkirk/Smith) to nominate Dan Schwarz as Board of Directors Vice Chair

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

NOES: None

ABSTAIN: None

2. PUBLIC COMMENT - None

3. APPROVAL OF CONSENT AGENDA

A. Approval of **February 16, 2023** Minutes

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

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

NOES: None

ABSTAIN: None

4. TREASURER'S REPORT - None

5. OLD BUSINESS - None

6. NEW BUSINESS

- A. Appointment of Executive Committee Members.
Action: Moved and seconded (Buckshi/Straus) to appoint all current Board members to the Executive Committee and appoint Member Megan Hunter to the Executive Committee.
AYES: Straus, Habkirk, Baldia, Buckshi, Schwarz, Smith
NOES: None
ABSTAIN: None

3:11pm Glenn Lazof joined the meeting

- B. Approval of FY24 Proposed Budget.
 Interim Deputy CFO Schuchard detailed the current fiscal year revenue was projected to be less than budgeted, primarily due to CalSAWS staffing transitioning from the implementation phase to a maintenance phase. FY23 was also saw investments in technology and service lines. The budget for FY24 shows an increase in employee benefits, conference and outreach expenditures, and litigation and legal fees.

A definition of Employee Expense Allowances was requested and Acting Executive Director Selivanoff defined the line item as allowances for employees to provide their own equipment and internet connectivity to perform RGS work. An inquiry was made about how the travel reimbursement line item compared to pre-pandemic levels. Interim Deputy CFO Schuchard explained the item had increased over the last year, but did not have figures as comparison to pre-pandemic numbers and noted they would be researched and provided.

- Action:** Moved and seconded (Smith/Schwarz) to approve FY24 Budget.
AYES: Straus, Habkirk, Baldia, Buckshi, Schwarz, Smith
NOES: None
ABSTAIN: None

- C. Adoption of Resolution **RGSBOD2023-03** to Delegate Appointment of Finance Director
 Board Chair Habkirk explained the resolution was initiated so the Executive Committee could take both actions of appointing to the Executive Director and Finance Director positions at the same time.
Action: Moved and seconded (Schwarz/Buckshi) to adopt Resolution **RGSBOD2023-03** to delegate appointment of Finance Director to the RGS Executive Committee.
AYES: Straus, Habkirk, Baldia, Buckshi, Schwarz, Smith
NOES: None
ABSTAIN: None

3:21pm Member Hunter joined the meeting

3:22pm Kay Randolph-Pollard joined the meeting

3:23pm Ashley Metzger and Kelly Bagley joined the meeting

- D. Approval of Pay Schedule
 Human Resources Manager Knight noted the current pay schedule was adopted by RGS in 2019 and the agency has grown considerably since that time. The categories were created so they are broad enough to attract new candidates. A newly adopted pay schedule will be posted on the agency website.

It was asked what Cost of Living index was used to create the pay scale. Human Resources Manager Knight stated a labor market drawn from the Bay Area was used. It was also explained that no employees would have their current pay changed based on the new pay scale. A question was also raised about how the new pay scale would impact rates charged to clients and Acting Executive Director Selivanoff stated there would be no change to billable rates currently, but that

the current range adjustment was to give employees an idea of where they fall within their pay scale and an idea of what future pay rates could be. It was also asked how the new RGS rate scale compared to competitors. Acting Executive Director Selivanoff noted that traditionally consulting firms are private companies and have higher pricing than RGS

Action: Moved and seconded (Schwarz/Buckshi) to approve pay scale.

AYES: Straus, Habkirk, Baldia, Buckshi, Hunter, Schwarz, Smith

NOES: None

ABSTAIN: None

7. EXECUTIVE DIRECTOR AND MEMBER REPORTS

A. Executive Director: None

B. Members: None

8. ADJOURNMENT - The meeting adjourned at 3:28 p.m. The next regular meeting date is scheduled for February 15, 2024.