

Friday, September 21, 2018  
10:00 AM to 10:30 AM  
Welch Hall B-470K

## **AD HOC EXECUTIVE COMMITTEE MEETING MINUTES**

Members Present: David Donell, Roger von Ting, and Dana Ward

Members Absent: Alan Caldwell, and Naomi Goodwin

Guests: Phil D'Amato (Interim Executive Director), Amanda Dodd (Director of Human Resource and Payroll), and Jinna Matzen (Manager Business Process Improvement, Customer and Board Relations)

I. Call to Order

Meeting called to order by von Ting at 10:01 A.M.

Donell moved and Ward seconded. Motion carried.

II. Approval of Meeting Agenda

Donell moved and Ward seconded. Motion carried.

III. Approval of Minutes of Previous Meeting(s) – August 09, 2018 (Ad Hoc Executive Committee)

Ward moved and Donell seconded. Motion carried and the Minutes were approved as revised.

IV. Public Comment

No one was present to represent the public.

V. Officer's Reports

Interim Chair of the Board

von Ting opened his report discussing the Executive Director position. von Ting stated that he and Goodwin had started the process of vetting new search firms and would not use the same search firm used in their last search efforts. The committee accepted the Interim Chair's report and discussed firm fees, contracts, and identifying exclusions.

Interim Executive Director

D'Amato deferred his report to Informational Items.

VI. Action Items

Approval to Participate in the CSURMA AORMA Self-Insured Benefits Program for 2019

Amanda Dodd, Director of Human Resources reported on and supplied the Executive Committee with a “Memorandum of Understanding, EIA Health Program document” that outlined the creation of the program, joint powers agreement, purpose, program committee, premiums, assessments, period of commitment, maintenance of effort, application to the program, benefits, coverage documents, program funding, claims administration, withdrawal, late payments, liaison with the authority, administration costs, complete agreement, severability, amendments of memorandum, effective date, and execution in counterparts. The committee accepted this information with discussion on the BUG (Benefits User Group), and the impact to both single employees and employees with families.

Donell moved and Ward seconded. Motion Carried.

VII. Informational Items

Investment Advisor

D’Amato discussed with the Executive Committee his desire to go out with RFP’s (Requests for Proposals) for new investment advisors. The committee accepted and agreed with the Interim Executive Director.

Dining

D’Amato discussed with the Executive Committee the need for a resolution on the location of Starbucks. The committee discussed options.

VIII. Other Items – None

IX. Adjournment

von Ting moved to adjourn, Donell seconded. Meeting adjourned at 11:01 A.M.