



## BOARD MEETING MINUTES

Thursday, March 14, 2024

**Board Members in Attendance via Electronic Device:** Eva Bermudez Zimmerman, Andrea Comer, Sheila Hummel, Ellen McKitterick, Fran Pastore, Alice Pritchard, John Scott, Mike Soltis, Janee Woods Weber, Justin Zartman

**Board Members Absent:** Easha Canada, Adrienne Cochrane, Molly Weston Williamson, Holly Williams

**CT Paid Leave Staff in Attendance via Electronic Device:** Joe Cale, Erin Choquette, Michael Cisar, Laure Dickson, Amber Forrest, David Marcone, Stephanie Oliveras, Loc Pho, John Simonetti, Priscilla Torcello

**CT Paid Leave Guest:** Harindra Sebastian

### 1. Welcome & Call to Order

Board Chair Fran Pastore called the meeting to order at 9:03 a.m.  
CTPL Executive Assistant Amber Forrest took attendance by Roll Call and confirmed the existence of a quorum. Ms. Pastore acknowledged members of the public in attendance.

### 2. Review & Approve the February 8, 2024, Meeting Minutes

Ms. Pastore asked for a review of the February 8, 2024, minutes, and a motion to approve. There were no corrections. John Scott motioned to approve the minutes, and Mike Soltis seconded that motion. There was no further discussion. All in favor. None were opposed. None abstained. The motion carried.

### 3. Actuary Quarterly Update

Harindra Sebastian of Spring Group Consultants provided the quarterly update of the actuarial report.

### 4. Quarterly Claims Update

CTPL Benefits Manager John Simonetti provided the quarterly update on the status and growth of paid leave claims.

### 5. Committee Reports

#### a. Policy & Personnel

*Committee Chair, Mike Soltis, reported the Committee did not meet this month.*

#### b. Outreach & Engagement

*CTPL CEO Erin Choquette, reported the Committee met in February and discussed the release of the Paid Leave Spotlight and the possibility of surveying employers and workers to gauge the saturation of the Authority's outreach efforts. She also reported on the International Women's Day event which CT Paid Leave cohosted with Lt. Governor Bysiewicz and the Commission on Women, Children, Seniors, Equity & Opportunity, thanking Janee Woods Weber, for her participation, and Alice Pritchard and Fran Pastore for attending.*



**c. Finance & Audit**

*CTPL Controller, David Marcone, reported to the Committee met last month and received the report of the budget review and spending to date. In addition, the committee began a multi-month process to identify objective criteria for analyzing the contribution rate. Once this effort is complete, it will be provided to the Board for review.*

**i. Financial Reports**

*Mr. Marcone provided the financial reports Operating – actual vs. budget for the month of January.*

- *Actual to Budget Operating Funds for the Month of January 2024*
- *Actual to Budget Bond Funds for the Month of January 2024*
- *Bond Schedule (Inception to Date)*
- *Actual to Budget Contribution Trust Funds for the Month of January 2024*
- *Contribution Schedule (Inception to Date)*
- *Statement of Fiduciary Net Position as of January*
- *Operating Projection for FY2024*
- *Contribution Projection for FY2024*
- *Draft expenditures and contributions for January 2024*

**6. CEO Report**

Ms. Choquette reported the Authority will have a new board member beginning in April. David Salazar Austin has been appointed by the Governor, to bring the Board to a full 15 members.

She also reminded the Board that Statements of Financial Interests (SFI's) are due by May 1<sup>st</sup>.

**7. Old Business – None**

**8. New Business- None**

**9. Executive Session**

Ms. Pastore asked the Board for a motion for the purpose of discussing the responses to a request for proposal, pursuant to CGS 1-200(6)(E), 1-210(b)(24) and 1-225(f) (requires affirmative vote of 2/3 of the voting members present at the meeting):

REASON: To enable Authority staff to provide the committee with an update on responses to the Audit RFP. Executive Session is necessary because the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record, or file.

Andrea Comer motioned, and Mr. Scott seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

The Board entered into Executive Session at 9:38 AM.

**Commented [AF1]:** @Oliveras, Stephanie please double check the order of the agenda and items 9 & 10. something is missing here.

**Commented [AF2R1]:** We need the vote to enter exec session.

**Commented [SO3R1]:** @Forrest, Amber this is the order on the agenda. So should number 10 go after #9?



The Board returned to the meeting from Executive Session at 9:57 AM

**10. Vote to Authorize Negotiation and execution of contract with preferred audit vendor**

Ms. Pastore asked for a motion to authorize the negotiation and execution of a contract with the preferred audit vendor. There was no further discussion. Eva Bermudez Zimmerman motioned, and Mr. Soltis seconded the motion. All were in favor. None opposed. None abstained. The motion carried.

**11. Adjournment**

Ms. Pastore asked the Board for a motion to adjourn. Mr. Scott motioned, and Ms. Comer seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting ended at 9:59 a.m.

**Meeting Recording Here:** <https://youtu.be/9I31gRPuuWU>

*Agenda Attachments:*

- *Item 3 - Actuary Quarterly Update*
- *Item 4- Quarterly Claims Update*
- *Item 5- Financial Report*