

**MUNICIPAL SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
MAY 15, 2014**

The Municipal Services Authority held a regular meeting of the Board of Directors on May 15, 2014 at the Yountville Community Center Art Room. The meeting was called to order at 2:20 p.m.

1. CALL TO ORDER

Members Present: Steve Rogers, Chair
Ken Nordhoff, Vice Chair
Dan Schwarz, Member

Members Absent: None

Other Attendees: Richard Averett, Executive Director Bill Poland, Keenan and Associates
Jennifer Bower, Director of Human Resources Steve Gedestad, Keenan and Associates
Julie Carter Karen Thesing, Keenan and Associates
Deirdre Dolan

2. CHANGES TO THE ORDER OF AGENDA - None

3. APPROVAL OF CONSENT AGENDA

- A. Approval of **April 14, 2014** Minutes
- B. Approval of Administrative & Financial Policies Updates, including Conflict of Interest Code
- C. Approval of FY2015 Budget

ACTION: Moved and seconded (Nordhoff/Schwarz) to approve the consent agenda.

AYES: Rogers, Nordhoff, Schwarz

NOES: None

ABSTAIN: None

4. TREASURER'S REPORT

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through March 2014
Executive Director Averett reviewed financial performance through March. This was an informational item and no action was taken.

5. OLD BUSINESS

- A. Authorization of Executive Director to execute JPA Agreement and Bylaws for MSA membership in the Municipal Insurance Cooperative, a JPA, subject to MSA counsel review.
Executive Director Averett reviewed the status of this item to-date and the objectives of MIC. Bill Poland and Karen Thesing, both of Keenan & Associates, presented MIC as a bundled approach. In response to Member Schwarz's question, Poland responded that existing interested agencies have enough buying power collectively to make the pool a success for member agencies.

ACTION: Moved and seconded (Nordhoff/Schwarz) to authorize Executive Director to execute JPA Agreement and Bylaws for MSA membership in the Municipal Insurance Cooperative subject to MSA counsel review.

AYES: Rogers, Nordhoff, Schwarz

NOES: None

ABSTAIN: None

6. NEW BUSINESS

- A. Authorization of Executive Director to create a dental program, execute necessary documents and prepare amendments to the MSA JPA agreement and bylaws for consideration by the Board at a future MSA meeting.
Executive Director Averett reviewed the previous discussions of this item and the objectives of forming a dental program within MSA. Averett noted that JPA counsel had already opined that the JPA Agreement

would permit a program to be formed and operated under MSA, but recommended the Agreement and Bylaws be amended to provide better program operations and insulation from MSA member agencies' interest. Steve Gedestad, Keenan & Associates, responded to Member Nordhoff's question, that the Pool providers could accommodate new participating agencies' existing MOU language. Ultimately, the more uniform agencies' dental plans are, the lower the costs of administering the program.

ACTION: Moved and seconded (Nordhoff/Schwarz) to authorize Executive Director to create a dental program, execute necessary documents such as Broker of Record and dental insurance vendor agreement, and prepare amendments to the MSA JPA agreement and bylaws for consideration by the Board at a future MSA meeting.

AYES: Rogers, Nordhoff, Schwarz

NOES: None

ABSTAIN: None

7. **PUBLIC COMMENT** - None

8. **ADJOURNMENT** – The meeting adjourned at 3:15 p.m. The next regular meeting is scheduled for 1:00 p.m., August 21, 2014, in Dublin.