

**MUNICIPAL SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
NOVEMBER 16, 2017**

The Municipal Services Authority held a regular meeting of the Board of Directors on November 16, 2017 at the Yountville Town Hall Council Chambers. The meeting was called to order at 11:18 a.m.

1. CALL TO ORDER / ROLL CALL

Members Present: Steve Rogers, Chair
Dan Schwarz, Vice-Chair
Fran Robustelli, Member

Other Attendees: Richard Averett, Executive Director
Jennifer Bower, Director of Administrative Services
Jeff Kise, Finance and Operations Manager
Sky Woodruff, General Counsel
Scott Kivel, Special Counsel
Julie Carter

2. PUBLIC COMMENT - None

3. APPROVAL OF CONSENT AGENDA

A. Approval of **August 24, 2017** Minutes

Action: Moved and seconded (Robustelli/Schwarz) to approve consent agenda
AYES: Rogers, Schwarz, Robustelli
NOES: None
ABSTAIN: None

4. TREASURER'S REPORT

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through June 2017
Information item; no action was taken. Executive Director Averett noted that the Authority financial performance is on track with expectations and budget, except FY2017 audit recognition of additional costs for likely claims expenses reduced fiscal year contributions to additional reserves.
- B. Approval of Independently Audited FY2017 Financial Statements
The Board deferred action on this item until statements are available review.

5. OLD BUSINESS - None

6. NEW BUSINESS

- A. MSA Insurance Claims
Executive Director noted a claim for eligible CalPERS expenses has been made.
- B. Dental Pool Committee Proposal
Executive Director Averett noted that an advisory committee of representatives from participating agencies would enable those agencies to have input in the direction and decisions of the pool without ceding governance control of the JPA to non-member agencies.
- Action:** Moved and seconded (Schwarz/Robustelli) to approve Dental Pool Committee Proposal as presented
AYES: Rogers, Schwarz, Robustelli
NOES: None
ABSTAIN: None

11:32 a.m.

Recess to Closed Session

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section
54956.9(d)(4): One potential case.

Reconvene Regular Meeting

11:50 a.m.

- C. Report from Closed Session
The Chair stated that no reportable action was taken.

7. EXECUTIVE DIRECTOR AND COMMITTEE MEMBERS

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

8. **ADJOURN** – The meeting adjourned at 11:51 p.m. The next regular meeting is scheduled for February 15, 2018 at 1:00 p.m. in Dublin.