

CRSA Special Board Meeting Minutes

2/15/19

Members Present:

Manisha Srivastava

Commissioner Scott Jackson

Ed Zalinski

Alex Knopp

Doug McIntosh

Natalie Braswell

Tom Sennett

Thad Grey

Joe Fazzino

Vin Grillo

Keisha Palmer

Patrick Flaherty

Participating by phone: Christine Shaw

Other Participants:

Mary Fay, Executive Director

Marisa Morello

I. Call to Order

Commissioner Jackson called the CRSA Special Board meeting to order at 10:08 am. Board members introduced themselves.

II. Swearing in of New Board CRSA Members

Mr. Zalinski swore in the new CRSA Board Members: Patrick Flaherty, Department of Labor Designee and Natalie Braswell, Comptroller's Office Designee.

III. Adoption of Minutes from January 18th regular meeting

Motion was made to table the approval of these minutes because they were never distributed to the Board members for review.

IV. Subcommittee Updates

a. Budget/Audit/Finance Subcommittee

No update at this time.

b. Education and Outreach Subcommittee

No update at this time.

c. Governance and Bylaws Subcommittee

Ms. Palmer stated that the Board needs to meet and update the governance and bylaws documents. Commissioner Jackson suggested that the Board has access to electronic meetings and documents that require electronic signatures. In addition, he stated that the Board have more than one person who could be responsible for document signatures as back-up. Ms. Srivastava stated that the Board should appoint a treasurer. Commissioner Jackson stated that the Board would need to act to authorize the treasurer of the CRSA Board. Ms. Palmer will lead the review of who should be CRSA Board treasurer.

d. Personnel and Support Subcommittee

The Board members discussed in detail the transition of administration support. Specifically, the discussion involved the transition of administrative support to the new Executive Director, Mary Fay. Commissioner Jackson suggested that AARP may be able to provide possible assistance or the Board may want to consider purchasing administrative support services. Several Board members asked questions regarding office location and offered possible

suggestions. Board members then discussed access to state benefits vis a vis other quasi-governmental agencies for CRSA Executive Director and future employees.

e. Program Design and Investment Subcommittee

Mr. Grillo reviewed the draft RFP and timeline. He stated that he would meet with Ms. Fay before sharing with the full CRSA Board for final edits and full approval. Commissioner Jackson stated that the Board will plan for a Special Meeting for final approval. Ms. Fay stated that the legal counsel will then review the RFP.

f. Legislative Subcommittee

Mr. Knopp explained the legislative process in the event the CRSA Board Members decided to introduce possible amendments to the originating Public Act. Board members discussed the pros and cons of taking such action during the 2019 Legislative Session. Members also discussed the possible technical and substantive legislative changes that could be proposed. Commissioner Jackson stated that any proposals would need to be reviewed by legal counsel before submission. The Board also discussed how the Board would decide if they would move forward in order to request any possible technical and legislative changes. Commissioner Jackson stated that a majority vote of the Board would rule. Mr. Knopp stated that a decision to move forward should occur by a vote of the Board at this meeting or there will be no action to proceed in the 2019 legislative session. There was consensus among the Board members not to move forward with any legislative proposals in the 2019 legislative session.

V. Deferral of Program Launch

Ms. Fay reviewed the project milestone target dates. Ms. Fay will draft a deferral letter to notify appropriate parties.

VI. Executive Director Report Out

Ms. Fay discussed a high level timeline rollout for the RFP. Commissioner Jackson requested that the rollout timeline be slowed down until the Board members could obtain further

information. The Board members then discussed the timeline for the milestone target date. Ms. Fay said that she will take another look at the timeline. Commissioner Jackson said that the Board will discuss at the next Special Meeting.

VII. Old Business

None to report

VIII. New Business

None to report

IX. Public Comment

John Erlingheuser from AARP requested to provide public comment. Mr. Erlingheuser suggested to the Board that they consult with Oregon regarding the phase-in of their retirement security program. He also stated that he agreed with the consensus of the Board that this was not the appropriate time to pursue legislative changes.

X. Future 2019 Meeting Dates: Review proposed schedule

Commissioner Jackson said that they will identify locations for future meeting dates.

XI. Adjournment

Commissioner Jackson adjourned the meeting at 11:54 am. Mr. Sennett seconded the adjournment.