



**CRSA GOVERNANCE SUBCOMMITTEE
MONDAY, JULY 12, 2021 TELECONFERENCE MEETING
2:00 PM**

Approved at the meeting of September 15, 2021

Attendees: Ed Zelinsky; Keisha Palmer

Others In Attendance: Jessica Muirhead (Office of the State Comptroller); Courtney Zinter

1. CALL TO ORDER

- a. The meeting was called to order at 2:03 PM.

2. APPROVAL OF MINUTES

- a. Keisha Palmer made a motion to approve the minutes of June 4th, 2021, seconded by Ed Zelinsky. There was no further discussion and the motion passed unanimously by voice vote.

3. WAVE SCHEDULE POLICY

- a. Jessica Muirhead asked the committee to review the revised wave schedule policy and reviewed the changes made to the draft policy since the June board meeting. The changes were discussed. Ed Zelinsky recommended that the policy title be changed to “employer registration deadlines.”
- b. Ed Zelinsky made a motion to recommend the policy as amended for adoption by the full Board. Keisha Palmer seconded the motion. There was no further discussion. The motion passed unanimously by voice vote.

4. ADJOURNMENT

- a. Ed Zelinsky made a motion to adjourn, seconded by Keisha Palmer. There was no further discussion. The motion passed unanimously by voice vote at 2:17 PM.