

CRSA

Ensuring Retirement Security for Small Business Employees

August 22, 2019 CRSA special board meeting minutes: Draft #2

A Special Board Meeting of the CRSA took place on August 22. The meeting was called to order by Commissioner Jackson at 1:05. Present were board members Cesar Garcia, Patrick Flaherty, Doug McIntosh, Ed Zelinsky, Tom Sennett, Keisha Palmer, Vin Grillo, Scott Jackson, Christine Shaw, and Alex Knopp. A quorum of the board was present. Also attending from the public were Andrea Fierstein, Declan Denehy, Wendy Carter, Angela Antonelli, and Gar Chung.

Commissioner Jackson turned the floor over to Ms. Fay for discussion of item 1, the Administration RFP process. Ms. Fay stated that the submission time for RFP respondents had passed, and the PD&I team and some board members had performed their due diligence, including utilizing a Six Sigma QFD methodology, in addition to robust discussion. While the board feels there are viable options, and is confident about the board's expertise and ability, they also felt a second opinion is warranted for such a large decision and critical component of the CRSA program's success. It was also discussed that an outside expert could augment understanding of the market, given the small number of respondents. Several board members expressed agreement and support for engaging an outside consultant, including Commissioner Jackson, Tom Sennett, Christine Shaw, and Vin Grillo. There was unanimous agreement to pursue an outside consultant.

The second item on the agenda was the renewal of the contract with Pullman and Comley, CRSA's legal counsel. Commissioner Jackson commented that the contract he saw was the prior contract, which is in effect through August 30, 2019. Ms. Fay indicated that in discussions with P&C, it was stated that normal procedure with other authorities is to extend the current contract for a period of 1 or 2 additional years. Commissioner Jackson stated he was comfortable with the current agreement. There



was general consensus to extend P&C's contract at current rates and terms. Ms. Palmer recused herself from the discussion, and from the vote.

The authority received a FOIA request from Mike Savino, from WFSB. Commissioner Jackson indicated that these type of requests are not atypical of governmental agencies. In particular, Mr. Savino was looking for any contracts executed by the authority in the past 3 years, for communication services. Ms. Shaw noted that FOIA requests should be handled as part of ordinary business, and need not wait for board action. Ms. Shaw also noted that Pullman and Comley should advise on the timeframe for responding to such requests. The board is unaware of any such contracts, therefore, Commissioner Jackson will respond to Mr. Savino accordingly. Ms. Fay will follow up with Commissioner Jackson.

Commissioner Jackson made a motion to adjourn the meeting. The motion was seconded and the meeting adjourned at 1:27.

