

Board of Directors Meeting Minutes
Paid Family and Medical Leave Insurance Authority
Thursday, March 11, 2021

Participating Voting Members: Easha Canada, Adrienne Cochrane, Daryle Dudzinski, Josh Geballe, Fran Pastore, Paul Potamianos, John Scott, Michael Soltis, Glendowlyn Thames, Molly Weston Williamson, Henry Zaccardi, Justin Zartman

Participating Nonvoting Members: Alexander Marcellino, Eva Bermudez Zimmerman

Absent: Sal Luciano

CT Paid Leave Staff: Amber Forrest, Andrea Barton Reeves, Andrea Comer, Dave Marcone, Erin Choquette, Kris Floyd, Laure Dickson

I. Welcome and call to order

Fran Pastore, Board Vice Chair, called the meeting to order at 9:01 am. Amber Forrest took attendance of the Board members by roll call and verified the existence of a quorum. Vice Chairperson Pastore acknowledged the members of the public attending the meeting.

II. Review & approval of the February 11, 2021 Board meeting minutes

Vice Chairperson Pastore asked the members of the Board to consider adopting the drafted [February 11, 2021 Board Minutes](#). John Scott motioned the adoption and Paul Potamianos seconded that motion. The motion carried unanimously.

III. Registration & Contribution Portal Project Update

Kris Floyd provided an update on the registration and contribution portal project highlighting that 68, 019 businesses have registered to date and that Third-Party Administrator/Payroll Processers are scheduled to register their client companies in the next 2 weeks. Kris Floyd also provided updates on the chatbot and payment processing portals with Slalom and coordinating for production support by onboarding more staff for the employer contribution portal. In response to a question from John Scott, Erin Choquette reported that the Authority has received 100 private plan applications to date, of which 61 have been approved. John Scott asked for monthly reports providing not only the number of employers with approved private plans but also identifying the number of employees and estimated contribution impact of such plans.

Andrea Comer provided an update on the outreach and engagement efforts, noting the Authority's efforts to identify and address geographic areas where the messaging needs to be increased and describing the social media pivot to LinkedIn to reach more business. Andrea Comer also reported that the Authority's messaging is being adjusted to include the "faces of paid leave" through personal narratives, and described how this

approach was used in the March 1, 2021 CT Paid Leave Press Conference and the March 8, 2021 CT Paid Leave Women's Day Rally which was composed of several supporting voices from each constituency as well as a few other upcoming events including an overview o

IV. Committee Reports

a. Outreach & Engagement Committee

- i. Molly Weston Williamson stated that she did not have anything to add to Andrea Comer's report and asked if anyone had any questions. No one raised any questions.

b. Finance & Audit Committee

- i. Paul Potamianos turned the Finance and Audit Committee report over to Dave Marcone. Dave Marcone reported on the spending for the month in January, spending since inception to date, bond funds use, draft expenditures for the month ending February 28, 2021, and the cumulative projected expenses through June 30, 2021, noting the Authority is projected to be \$5 million under budget for the fiscal year.

c. Policy & Personnel Committee

- i. Henry Zaccardi reported on the Policy and Personnel Committee's March 2, 2021 meeting, noting that the Committee was briefed on recent hiring efforts and that the Authority has obtained Directors and Officers Liability insurance

V. CEO Report

Andrea Barton Reeves reported on the Authority's hiring updates and reminded the board of the Statements of Financial Interest disclosure forms that the Board members must submit to the Office of State Ethics, by May 1, 2021.

VI. Old Business –

None

VII. New Business -

None

VIII. Executive Session

Vice Chairperson Pastore read a statement to the board:

The board will move into Executive Session for the purpose of discussing the responses to a request for proposal, pursuant to CGS 1-200(6)(E), 1-210(b)(24) and 1-225(f)

(which requires an affirmative vote of 2/3 of the voting members present at the meeting):

The reason for the executive session is to enable the Authority staff to provide the board with an update on the responses to the RFP for Claims Administration. Executive Session is necessary because the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record, or file.

Vice Chairperson Pastore then asked the board for a motion to enter executive session for the purposes of discussing the RFP for the TPA and formally invite Andrea Barton Reeves, Kris Floyd, Dave Marcone and Erin Choquette into executive session. Paul Potamianos made the motion and John Scott seconded that motion. There were none opposed, no abstentions, the motion carried. The Board went into executive session at 9:40 am and returned from executive session at 10:39 am.

IX. Vote to Authorize negotiation and execution of contract with selected TPA

Vice Chairperson Pastore asked the board for a motion to authorize the CT Paid Leave Authority to negotiate and execute the contract with the vendor recommended by the staff of the CT Paid Leave Authority. John Scott made the motion, which was seconded by Henry Zaccardi. The motion carried with no voting members of the Board opposing and with, Molly Weston Williamson abstaining.

X. Adjournment

Vice Chairperson Pastore asked the board for a motion to adjourn. Adrienne Cochrane motioned the adjournment and Justin Zartman seconded that motion. There were none opposed, no abstentions, the motion carried. The meeting adjourned at 10:41 am.