

## Policy & Personnel Committee

Tuesday, November 10, 2020, 8:15-9:15 am

Present Committee Members	Absent Committee Members	Guest/Additional Attendees
Henry Zaccardi Daryle Dudzinski Paul Potamianos Eva Bermudez Zimmerman	Mike Soltis	Andrea Barton Reeves (Leave Authority) Erin Choquette (Leave Authority) Amber Forrest (Leave Authority) Dave Marcone (Leave Authority)

### 1. Welcome and call to order

Henry Zaccardi called the meeting to order at 8:16 am, taking attendance and confirming the existence of a quorum.

### 2. Approval of minutes from October 13, 2020 meeting

Henry Zaccardi asked the committee to adopt the October 13, 2020 minutes. Adoption motioned by Daryle Dudzinski, seconded by Paul Potamianos. There was no discussion. The motion was adopted with Paul Potamianos abstaining.

### 3. Discussion regarding draft credit card policy

Dave Marcone presented the draft credit card policy. The committee provided a few suggestions to improve the policy, including adding provisions specifying the review/audit of credit card usage and changing references to “the Company” to the CT Paid Leave Authority. Dave Marcone will make the revisions and recirculate the policy with a copy of the existing Business Travel and Expense Policy.

### 4. Discussion regarding potential changes to surety bond requirements

Andrea Barton Reeves and Erin Choquette discussed the responses the agency received regarding requirements on surety bonds. Specifically, the Surety & Fidelity Association of America recommended that we change the rating requirement from specifying a rating of AM Best of A or better to a requirement that the company have a T rating from the federal Treasury Department and that we clarify the form of the surety bond .

### 5. Old Business - None

### 6. New Business –Andrea Barton Reeves provided an update on the soft launch of the Employer registration process, which began on November 1<sup>st</sup> and will open officially on November 23<sup>rd</sup>. She also reported that the contact center will be up and running on November 12<sup>th</sup> to assist

employers with the registration process and answer “contact us” questions. In response to Henry Zaccardi’s request for an update on outreach and engagement, Andrea Barton Reeves reported on the approximately 50 webinars already provided and the dozens of additional webinars scheduled, as well as the Authority’s partnership with Miranda Creative and Patty McQueen to increase our media outreach.

7. **Adjournment** - There being no further business to discuss, Henry Zaccardi asked the committee consider adjournment. Paul Potamianos moved to adjourn, seconded by Daryle Dudzinski. There was no discussion. The motion was adopted unanimously, and the meeting adjourned at 8:55 a.m.