

## Board of Directors Meeting Minutes Thursday, December 9, 2021, 9-11 am

**Board Members in Attendance via Electronic Device:** Easha Canada, Adrienne Cochrane, Brit-Marie Cole-Johnson, Daryle Dudzinski, Josh Geballe, Fran Pastore, Paul Potamianos, John Scott, Molly Weston Williamson, Eva Bermudez Zimmerman

**Board Members Absent:** Sal Luciano, Alexander Marcellino Michael Soltis, Justin Zartman

**CTPL Staff in Attendance via Electronic Device:** Nancy Barrow, Andrea Barton Reeves, Allison Carlson, Erin Choquette, Michael Cisar, Laure Dickson, Walter Hay, Jacqueline Kozin, David Marcone, Kathy Mychajluk, Loc Pho, Crystal Pizzoni, Ivette Robinson, John Simonetti, Jennifer Simpson, Amy Stuart, Jessica Vargas, Omar Walters

### 1. Call to Order & Welcome

Board Chair, Josh Geballe, called the meeting to order at 9:04 AM.

Loc Pho took attendance by roll call and confirmed the existence of a quorum.

Chair acknowledged public members.

### 2. Review & approval of November 10, 2021, meeting minutes

Chair asked for a call to review the minutes, asked for any corrections, then asked for a motion to approve the November 10, 2021, meeting minutes. Paul

Potamianos motioned, Daryle Dudzinski seconded that motion. All were in favor, none were against, there were no abstentions. The motion carried.

### 3. Discussion of comments received re: consolidated policy document and vote to adopt policy

Michael Cisar summarized the comments received from the public and the CTPL staff recommendations regarding such comments, utilizing an excel sheet which organized these questions by topic, policy section, subsection. Michael Cisar noted that the staff recommended deferring adoption of two specific policy sections, relating to the impact of minimum wages changes on benefits and to the treatment of in-flight claims when an employer moves to or from a private plan, pending further analysis and review. After a discussion during which board members sought clarification about specific elements of the policy, the Chair asked for a motion to adopt the consolidated policy document as amended. John Scott motioned, Daryle Dudzinski seconded that motion. All were in favor, none were against, there were no abstentions. The motion carried.

### 4. Vote to adopt revised Employee Handbook

Erin Choquette explained the reasons for revising the Employee Handbook and reported that no comments had been received during the public notice and comment period.

There was no discussion or questions from by board members. The Chair asked for a



motion to adopt the revised Employee Handbook. Paul Potamianos motioned, John Scott seconded that motion. All were in favor, none were against, there were no abstentions. The motion carried.

#### **5. Update on Claims Administration**

Andrea Barton Reeves provided an update on the number of claims and calls that were received since the December 1, 2021, launch. In response to questions from Board members, Authority staff reported that the website performed well, no complaints had been received and social media comments have been positive. The Board Chair complimented the Authority staff and Aflac on all the preparation and hard work that led to the successful launch.

#### **6. Committee Reports**

- **Policy & Personnel Committee**  
Daryle Dudzinski reported that the committee met last week and reviewed the comments to the consolidated policy document and approved them with the recommend changes. There were no comments on the employee handbook
- **Outreach & Engagement Committee**  
Molly Weston Williamson reported that the committee met last month to review the Authority's outreach efforts to date. Jessica Vargas provided an update to the registration & contribution portal project and reported on media response to the December 1<sup>st</sup> press conference, website traffic and recent and future webinars and other educational events.
- **Finance & Audit Committee**  
Paul Potamianos reported that the committee met last month to review the financial reports. Dave Marcone reviewed the October financial reports and gave a preview of the data for November.

#### **7. CEO Report**

Andrea Barton Reeves welcome Jacqueline Kozin who has joined the staff of the authority as the Senior Advisor and Director of Government Affairs. Andrea Barton Reeves also thanks the Department of Labor, Commissioner Bartolomeo, and Deputy Commissioner Dudzinski for their hard work and support in standing up the CT Paid Leave & CT FMLA Appeals portal, the CT Paid Leave portion of which will go live on December 20, 2021. She also reported to the Board that as part of the Authority's small business support efforts, we will be partnering with CT DOL to cohost webinars and have created a specific small business support queue in our contact center.

#### **8. Old Business**

None



## 9. New Business

None

## 10. Executive Session

The Chair asked for a motion to go into Executive Session pursuant to C.G.S. 1-200(6)(A) for the purpose of a discussion regarding the performance evaluation of an employee, explaining that the specific reason asked for the motion was to enable the board to evaluate the CEO's performance including compensation. Fran Pastore motioned, seconded by Daryle Dudzinski. All were in favor, none were against, there were no abstentions. The motion carried.

At 10:29 a.m., the board members left the Zoom platform to join a separate electronic platform for the purpose of engaging in the executive session.

At 11:11 a.m., the board members rejoined the Zoom platform and resumed the meeting.

## 11. Vote on Performance Evaluation

The Chair reported that the consensus opinion of the Board members was that Andrea Barton Reeves' work performance is exceptional, as demonstrated by launching the claims administration on schedule, under budget and with high quality, by doing a great job building the Authority staff, and by serving as an incredible advocate, spokesperson, and leader. Noting that Andrea Barton Reeves has not received any increase in compensation since she began working for the Authority almost two years ago, the Chair moved to approve an 8% increase in Andrea Barton Reeves' salary (4% for each of the 2 years since being hired) effective January 1, 2022. John Scott seconded the motion. All were in favor, none were against, there were no abstentions. The motion carried.

## 12. Adjournment

The Chair requested a motion to adjourn. John Scott motioned, and Paul Potamianos seconded. All were in favor, none were against, no abstentions. The motion carried and the meeting adjourned at 11:15 AM.

