

Finance & Audit Committee Meeting Minutes
Paid Family and Medical Leave Insurance Authority
Friday, April 23, 2021

Participating Voting Members: Adrienne Cochrane, Daryle Dudzinski, John Scott, Mike Soltis, Henry Zaccardi

Absent: Alex Marcellino, Paul Potamianos

Also Present: Andrea Barton Reeves, Erin Choquette, Amber Forrest, David Marccone

I. Welcome and call to order

John Scott, Presiding Committee Chair, called the meeting to order at 9:00 am.

Roll Call

Attendance taken by Amber Forrest by roll call and verified the existence of a quorum.

Acknowledgment of Public Members

John Scott acknowledged members of the public.

II. Approval of the [March 26, 2021 meeting minutes](#)

John Scott asked the committee for a motion to adopt the March 26, 2021 meeting minutes.

Daryle Dudzinski motioned the adoption and Mike Soltis seconded that motion. The motion was adopted unanimously. There was no discussion

III. Budget Review of Spending to Date and Forecast of Spending Through End of Current Fiscal Year 2021

CT Paid Leave Authority Controller, Dave Marccone, reported on the Authority's financials including the Budget versus the Actual Expenses for the month of March 2021, the Cumulative Budget through March 2021 since the Authority's inception, an update on the use of the bond funds, and the projected expenditures through the remainder of the fiscal year. Dave Marccone also noted the Authority has received \$3.3M in contribution remittances and another \$9.4M is currently pending.

IV. Bond Funding Update

Dave Marccone provided an update on the use of bond funds. On April 16, 2021, the Authority was approved for an additional \$5,250,001. The allocations are as follows:

- \$1.8M to complete needed work to finish the MVP of the employee contribution collection system and to implement needed enhancements to move all components of the employee contribution system from MVP to the final product.
- \$3.3M for the benefits claims system: \$1,800,001 to implement the benefit claims system and \$1.5M for data integration and reporting requirements that include accessing data from other state agencies.

- \$150,000 In partnership with Business One Stop, to add Chatbot features to the website, allowing more immediate responsiveness for users.

V. Old Business

None

VI. New Business

Dave Marcone reported the Authority has hired an assistant controller, contribution accountant and financial analyst all scheduled to begin in May. In response to a question from John Scott, Andrea Barton Reeves summarized the language in the proposed general government budget implementer bill regarding the bond funds repayment terms.

VII. Executive Session

John Scott asked the committee for a vote to go 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) (requires affirmative vote of 2/3 of the voting members present at the meeting):

REASON: To enable Authority staff to provide the committee with an update on responses to the Audit RFP. 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.

Daryle Dudzinski motioned and Mike Soltis seconded that motion. There was no discussion and the committee went into executive session.

VIII. Adjournment

John Scott asked the committee for a motion to adjourn. Mike Soltis motioned the adjournment and Daryle Dudzinski seconded that motion. There was no discussion. The meeting was adjourned at 9:40 am.