

Meeting of the OSAC Time Limited process Subcommittee
Tuesday, June 20th, 2023
Microsoft Teams
Virtual meeting
2:30pm

ATTENDANCE

Members present: Russell Melmed, Rudi Marconi, Erica Texeira, Jeanne Milstein, John Lally, Maureen Nicholson, Attorney Timothy Birch, Kyle Zimmer
Members absent: Dr. Mehul Dalal

Visitors/Presenters: Chris McClure, Katie Ramos

Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Jeanne Milstein welcomed all in attendance	Noted
Review agenda	Agenda reviewed	Noted
Review and Approve minutes	Jeanne asked for motion to approve minutes, Tim Birch made motion to accept, Rudy Marconi seconded	Approved
Committee Discussion	<p>Committee reviewed revised draft process flowchart. Committee in agreement to present to OSAC on July 11th for approval. Reviewed the process narrative and discussed the process if OPM rejects. If OPM rejects, then the recommendation would go back to the necessary subcommittee to reevaluate. Committee reiterated that the idea would be to have minimal rejections since the recommendation would be going through several steps before reaching OPM. Rudy Marconi questioned, if OPM rejects, they recommendation for a specific reason it would illustrate what committee it should back to, confirmation provided that if recommendation is rejected feedback is provided. Reviewed proposed recommendation form with committee. Question was posed regarding the appeal process. Russell asked for clarification regarding OSAC being required to have an appeal process, and proposed having an executive committee that would hear an appeal as opposed to the entire OSAC if necessary. Katie stated that it is not a requirement however all recommendations received need to be tracked, and provide feedback why recommendation was not approved, and the recommendation could be resubmitted. Tim Birch provided clarification surrounding the appeal question posed, referred to the process now where a subcommittee approves a recommendation and it goes to OSAC, OSAC has ability to reject that recommendation or accept it, if they reject it and it goes back to the subcommittee for further review and then the subcommittee pushes it back to OSAC for approval and its rejected again at some point you have to have a non-appealable determination. It could be after the first rejection or the second but at some point, there must be a determination that it is no longer appealable, and decision is final. John Lally questioned if a recommendation meets all proper criteria, but the budget won't allow, what will happen then. Questioned if there is a different process for holding on to next year's budget? Katie discussed needing to utilize the finance and compliance subcommittee to determine the sustainability plan for the budget. Suggestion made to have this subcommittee meet with the finance and compliance subcommittee to discuss questions posed regarding the development of a policy regarding funding and the budget for OSAC. Committee in agreement, Rudy Marconi suggested having a few representatives meet with finance and compliance. Katie agreed to coordinate with finance and compliance and get meeting scheduled.</p> <p>Committee suggested not making changes or approving the process narrative until after meeting with the finance/compliance subcommittee to discuss budget recommendations.</p>	Noted
Next steps	Schedule meeting with finance/compliance to discuss finance process for settlement budget.	Noted

Topic	Discussion	Action
	Next subcommittee meeting 7/18/23, 2:30-4pm via Teams	

NEXT MEETING –Tuesday, July 18, 2023, 2:30-4pm via Microsoft Teams

ADJOURNMENT –Tuesday June 20th adjourned at 3:14pm