

# Policy & Personnel Committee

Friday, January 8, 2021, 8:30-9:30 a.m.

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

**1. Welcome and call to order.**

Henry Zaccardi called the meeting to order at 8:30 a.m., taking attendance and confirming the existence of a quorum.

**2. Approval of minutes from December 8, 2020 meeting**

Henry Zaccardi asked the committee to adopt the December 8, 2020 minutes. Paul Potamianos motioned the adoption, seconded by Mike Soltis. There was no discussion. The motion was adopted unanimously.

**3. Update on RFP**

Andrea Barton Reeves and Erin Choquette provided an update on the draft request for proposal, explaining that the CT Paid Leave Authority is working with Pullman & Comley on the RFP and that a draft of the RFP would be shared with the Board members by Monday, January 11th.

**4. Update on Staffing**

Andrea Barton Reeves shared an updated organizational chart for the CT Paid Leave Authority. The board members discuss the importance of clarifying the relationship between the CT Paid Leave Authority and the CT DOL, in connection with the appeals that the CT DOL will handle, as well as the need to further define the responsibilities of the legal and benefits units in connection with audits and fraud prevention.

**5. Old Business –**

Andrea Comer provided an update on liability insurance, noting that two proposals were submitted and that Smith Brothers was selected.

Andrea Barton Reeves updated the board on the actuarial analysis. The CT Paid Leave Authority has requested that the actuaries supplement their report to include the impact of the increase of minimum wage as well as more recent census data. Andrea Barton Reeves also updated the

board on the plan to create a solvency contingency plan with the assistance of the Office of Personnel Management to determine the CT Paid Leave program's ability to provide benefits under worst case scenarios. Andrea Barton Reeves provided an update on the contact center, noting that United Way currently has a team of 15 and is doing well. As of January 7, 2021, 36,000 businesses have registered. Of the 36,000 registered, 1,600 are sole proprietors or self-employed and 460 businesses have reported they are interested in the private plan option. The CT Paid Leave Authority is shifting focus to small businesses. Erin Choquette is actively creating a guide and the team will meet legislators to ensure that the CT Paid Leave Authority is responsive to their concerns and constituents' needs

**6. New Business - None**

- 7. Adjournment** - There being nothing further to discuss, Henry Zaccardi asked the committee to consider adjournment. Daryle Dudzinski moved for adjournment, Eva Bermudez-Zimmerman seconded that motion. There was no discussion. The motion was adopted unanimously, and the meeting adjourned at 9:21a.m.