

## BOARD MEETING MINUTES

Thursday, July 11, 2024

**Board Members in Attendance via Electronic Device:** Eva Bermudez Zimmerman, Easha Canada, Adrienne Cochrane, Andrea Comer, Sheila Hummel, Ellen McKitterick, Alice Pritchard, David Salazar-Austin, John Scott, Mike Soltis, Janée Woods Weber

**Board Members Absent:** Fran Pastore, Holly Williams, Molly Weston Williamson, Justin Zartman

**CT Paid Leave Staff in Attendance via Electronic Device:** Joe Cale, Erin Choquette, Michael Cisar, Laure Dickson, Amber Forrest, Madeline Granato, David Marcone, Stephanie Oliveras, Loc Pho, John Simonetti, Priscilla Torcello

### 1. Welcome & Call to Order

Board Vice Chair, Dr. Alice Pritchard, called the meeting to order at 9:02 a.m. Executive Assistant, Amber Forrest, took attendance by roll call and confirmed the existence of a quorum. Dr. Pritchard acknowledged members of the public in attendance.

### 2. Review & Approve June 13, 2024, Meeting Minutes

Dr. Pritchard asked for a review of the June 13, 2024, minutes, and a motion to approve. There were no corrections. John Scott motioned to approve the minutes, and Adrienne Cochrane seconded that motion. There was no further discussion. None opposed. Eva Bermudez Zimmerman & Mike Soltis abstained. The motion carried.

### 3. Quarterly Claims Administration Update

Benefits Manager, John Simonetti, provided an update on quarterly claims administration data. At the request from the Board, the Authority shall provide data that includes the composition of the state workforce as it correlates with CT Paid Leave, particularly regarding race and ethnicity demographics. The Authority will also resume including age data in demographic reporting.

### 4. Discussion Regarding the Effect of Claim Volume on Future Incident Rate Assumption

CEO, Erin Choquette, led the discussion regarding the effect of recent claim volume on future incident rate assumptions and actuarial projections.

### 5. Update on Outreach Relating to Legislative Changes

Government & Community Relations Manager, Madeline Granato, shared an update on the Authority's efforts relating to the legislative changes stemming from Public Act 24-5.

## 6. Update on the CEO Performance Evaluation

Mr. Soltis provided an update on the CEO's performance evaluation process, explaining that because the procedure was not adopted until April, the focus this year will be on the year-end evaluation, but noting that the Evaluation Committee had an informal mid-year check-in with the CEO in June and reminded board members that if they want to share feedback before the end of year executive session, they can call or email him.

## 7. Committee Reports-

### a. Policy & Personnel

*Mr. Soltis reported that the Committee met this month and had a discussion regarding the proposed changes to the Consolidated Policies that the committee will continue to review in the August committee meeting.*

### b. Outreach & Engagement

*Chief Marketing & Communications Officer, Jessica Vargas, reported the committee met last month and received an Outreach and Legislative Update on the Community Education Coordinator initiative, new marketing materials and outreach events. They also provided updates on outreach efforts relating to Public Act 24-5.*

### c. Finance & Audit

*Mr. Marcone reported the committee met last month and received the report of the budget review and spending to date. The Committee also received an update on the progress of both the ongoing audit by the Auditors of Public Accounts, and the financial statement audit by Whittlesey.*

#### i. Financial Reports

*Mr. Marcone provided the financial reports Operating - actual vs. budget for the month of May.*

- *Actual to Budget Operating Funds for the Month of May 2024*
- *Actual to Budget Bond Funds for the Month of May 2024*
- *Bond Schedule (Inception to Date)*
- *Actual to Budget Contribution Trust Funds for the Month of May 2024*
- *Contribution Schedule (Inception to Date)*
- *Statement of Fiduciary Net Position as of May 2024*
- *Operating Projection for FY2024*
- *Contribution Projection for FY2024*
- *Draft expenditures and contributions for June 2024*

## 8. CEO Report-

Ms. Choquette reported on the Authority's participation in a convening of paid leave states and advocacy groups sponsored by CLASP & Family Values at Work Ms. Choquette also encouraged Board members to commemorate national Cheer Up the Loney Day by listening to Engagement Manager Nancy Barrow's podcast with Senator Chris Murphy during which they discussed loneliness, families, and mental health.

9. Old Business- None

10. New Business- None

11. Adjournment-

Dr. Pritchard asked the Board for a motion to adjourn. Mr. Scott motioned, and Ms. Bermudez Zimmerman. seconded that motion. All were in favor. None were opposed. None abstained. The motion carried. The meeting adjourned at 10:03 a.m.

*Meeting Recording Here:* [https://youtu.be/SPx5e\\_1G XK0](https://youtu.be/SPx5e_1G XK0)

*Supplemental Attachments:*

- *Item 3 - Quarterly Claims Administration Update*
- *Item 4 - Effect of Claim Volume on Future Incident Rate Assumption*
- *Item 5- Update on Outreach Relating to Legislative Changes*
- *Item 7(c) (i) - Financial Reports*