

BOARD MEETING MINUTES

Thursday, September 12, 2024

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Easha Canada, Adrienne Cochrane, Sheila Hummel, Ellen McKitterick, Fran Pastore, Alice Pritchard, David Salazar-Austin, John Scott, Mike Soltis, Molly Weston Williamson, Holly Williams, Janée Woods Weber

Board Members Absent: Andrea Comer, Justin Zartman

CT Paid Leave Staff in Attendance via Electronic Device: Erin Choquette, Laure Dickson, Madeline Granato, David Marcone, Stephanie Oliveras, Loc Pho, Priscilla Torcello

1. Welcome & Call to Order

Board Chair, Fran Pastore, called the meeting to order at 9:03 a.m. Clerical Assistant, Stephanie Oliveras, took attendance by roll call and confirmed the existence of a quorum. Ms. Pastore acknowledged members of the public in attendance.

2. Review & Approve August 8, 2024, Meeting Minutes

Ms. Pastore asked for a review of the August 8, 2024, minutes, and a motion to approve. There were no corrections. Mike Soltis motioned to approve the minutes, and Alice Pritchard seconded that motion. There was no further discussion. None opposed. None abstained. The motion carried.

3. Discussion & Vote on the Contribution Rate

CEO, Erin Choquette, led the discussion regarding the contribution rate, reviewing a slide deck that illustrated data about the program's past and anticipated future growth, stated the contribution rate policy adopted by the Board in August, and included a graph depicted the mathematical equation based on that policy. Reporting that the forecasted fund balance at the end of ten years did not anticipate the level of reserves necessary to support a rate deduction based on the policy adopted by the Board. Ms. Choquette shared that the Authority staff recommended leaving the rate at 0.5%.

After a robust discussion, Mr. Scott motioned to set the 2025 contribution rate at .475% and Sheila Hummel seconded that motion. Ms. Oliveras took rollcall. Of the voting Board members present, 2 voted in favor of the motion and 10 opposed. The motion did not pass.

Ms. Pastore then asked the Board for a motion to authorize the Authority to set the 2025 rate at 0.5%. Molly Weston Williamson motioned, and Mr. Soltis seconded the motion. Ms. Oliveras took roll call. Of the voting Board members present 10 voted in favor of the motion and 2 opposed. The motion carried.

4. Quarterly Fund Recovery Update

Contribution & Compliance Manager, Walter Hay, provided an update on the Authority's efforts to ensure that enforce the obligation that covered employers deduct and remit their employees' payroll contributions.

5. Committee Reports-

a. Policy & Personnel

Mr. Soltis reported that the Committee did not meet in September but will reconvene in October to discuss any comments received in response to the notice posted in the public law journal regarding the proposed revisions to the Consolidated Policies and the Finance & Accounting Policies.

b. Outreach & Engagement

Ms. Weston Williamson reported that the Committee met in August and received an update about the Authority's outreach and education efforts including the work being done to ensure affected entities are aware of the changes to the CT Paid Leave Act included in Public Act 24-5.

c. Finance & Audit

Holly Williams reported the Committee met in the first week of September and discussed the contribution rate change and the July financials reports.

i. Financial Reports

Mr. Marcone provided the financial reports for the month of July.

- *Actual to Budget Operating Funds for the Month of July 2024*
- *Actual to Budget Bond Funds for the Month of July 2024*
- *Bond Schedule (Inception to Date)*
- *Actual to Budget Contribution Trust Funds for the Month of July 2024*
- *Contribution Schedule (Inception to Date)*
- *Expenses for August 2024*

6. CEO Report-

Ms. Choquette reported that the Authority's annual report is now available on the website and thanked the Department of Public Health for their assistance in providing informational materials to health care providers in Connecticut in advance of the October 1st requirement that health care providers post information about the CT Paid Leave program.

7. Old Business- None

8. New Business- None

9. Adjournment-

Ms. Pastore asked the Board for a motion to adjourn. Mr. Scott motioned, and Eva Bermudez Zimmerman seconded that motion. All were in favor. None were opposed. None abstained. The motion carried. The meeting adjourned at 9:58 a.m.

Meeting Recording Here: <https://youtu.be/A0bs7BNkFWk>

Agendal Attachments:

- *Item 3 - Contribution Rate*
- *Item 4 - Quarterly Fund Recovery Update*
- *Item 5- Financial Reports*