

BOARD MEETING MINUTES

Thursday, April 10, 2025

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Easha Canada, Andrea Comer, Sheila Hummel, Ellen McKitterick, Eleanor Michael, David Salazar-Austin, John Scott, Mike Soltis, Molly Weston Williamson, Holly Williams, Janée Woods Weber, Justin Zartman

Board Members Absent: Adrienne Cochrane

CT Paid Leave Staff in Attendance via Electronic Device: Matthew Bielawski, Joe Cale, Erin Choquette, Michael Cisar, Amber Forrest, Madeline Granato, David Marcone, Stephanie Oliveras, Loc Pho, John Simonetti, Jessica Vargas

1. Welcome & Call to Order

Vice Chair, Eleanor Michael, 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. Ms. Michael acknowledged members of the public in attendance.

2. Introduction and Welcome to Eleanor Michael

CEO, Erin Choquette introduced and welcomed Ms. Michael to the Board as Commissioner Gilman's designee. Ms. Michael is the Deputy Commissioner of DAS and will serve as the Board's Vice Chairperson.

Ms. Choquette added that Fran Pastore reluctantly stepped down at the end of March 2025 and thanked Ms. Pastore for her dedication since the inception of the program and over the last 5+ years.

3. Review & Approve March 13, 2025, Meeting Minutes

Ms. Michael asked for a review of the March 13, 2025, minutes and a motion to approve. There were no corrections. John Scott motioned to approve the minutes, and Andrea Comer seconded that motion. There was no further discussion. David Salazar-Austin and Ms. Michael abstained. The remaining members were in favor. None opposed. The motion carried.

4. Outreach & Engagement Update

Chief Experience Officer, Jessica Vargas, provided the Outreach & Engagement update.

5. Legislative Update

Government & Community Relations Manager, Madeline Granato, provided the Legislative update.

6. 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)

Ms. Michael asked the Board for a motion to enter into the Executive Session pursuant to CGS 1-200(6)(A) for the purpose of discussing the responses to the RFP for Actuarial Services. The executive session is necessary because the public's interest in the disclosure of such responses is outweighed by the public interest in the confidentiality of such responses. Ms. Michael also requested with this motion that the following Authority staff members be invited into the Executive Session; Ms. Choquette, Joe Cale, Dave Marcone, Loc Pho and John Simonetti.

Mike Soltis motioned, and Ms. Comer seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

The Board entered into Executive Session at 9:21 AM.

The Board returned from Executive Session at 9:35 AM

7. Vote to authorize the Authority staff to negotiate and execute a contract with the proposed vendor

Ms. Michael asked for a motion to authorize the Authority staff to negotiate and execute the contract with the Authority's proposed vendor. Eva Bermudez Zimmerman motioned, and Easha Canada seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

8. Committee Reports-

a. Policy & Personnel

Mr. Soltis reported that the Committee did not meet in April. The next scheduled meeting is on May 6th.

b. Outreach & Engagement

Ms. Weston Williamson reported that the Committee met in March and received the updates given by Jessica and Maddie to the Board today. The next scheduled meeting is on May 15, 2025.

c. Finance & Audit

Mr. Marcone reported the Committee met in March and received an update on the proposed draft budget for fiscal year 25-26 which the Committee will review over the month for discussion at the next meeting on April 25th. He also provided a review of the regularly reported financials which include:

- Actual to Budget Operating Funds for the Month of February 2025
- Actual to Budget Bond Funds for the Month of February 2025
- Bond Schedule (Inception to Date)
- Actual to Budget Contribution Trust Funds for the Month of February 2025
- Contribution Schedule (Inception to Date)

- Statement of Fiduciary Net Position as of February 2025
- Operating Projection for FY2025
- Contribution Projection for FY2025
- Draft Expenditures and Contributions for March 2025

9. CEO Report

Ms. Choquette reported that the Statement of Financial Interest are due May 1st. She also provided an update on her activity which included:

- 2025 Goals
- Succession Planning/Growth Opportunities
- Expansion of external presence
- Selection/Implementation of Claim Administrator
- Expanded Support for CT Employers

10. Old Business- None

11. New Business- None

12. Adjournment-

Ms. Michael asked the Board for a motion to adjourn. Ms. Comer motioned, and Ms. Canada seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 10:00a.m.

Meeting Recording Here: <https://youtu.be/-2YwPt9G90U>

Agenda Attachments:

- *Item 4- Outreach & Engagement Update*
- *Item 5- Legislative Update*
- *Item 8- Financial Reports*
- *Item 9- CEO Report*