



BOARD MEETING MINUTES

Thursday, January 9, 2025

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Easha Canada, Adrienne Cochrane, Michelle Gillman, Sheila Hummel, Ellen McKitterick, Fran Pastore, David Salazar-Austin, Mike Soltis, Holly Williams, Janée Woods Weber

Board Members Absent: Andrea Comer, Michelle Gillman, John Scott, 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, Walter Hay, David Marcone, Stephanie Oliveras, Loc Pho, John Simonetti, Priscilla Torcello, Jessica Vargas

1. Welcome & Call to Order

Board Chair, Fran Pastore, 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. Pastore acknowledged members of the public in attendance.

2. Review & Approve December 12, 2024, Meeting Minutes

Ms. Pastore asked for a review of the December 12, 2024, minutes and a motion to approve. There were no corrections. Sheila Hummel motioned to approve the minutes, and Holly Williams seconded that motion. There was no further discussion. All but Mike Soltis was in favor. None opposed. Mr. Soltis abstained. The motion carried.

3. Discussion and Vote on the proposed revisions to the Private Plan Policies and Procedures.

General Counsel, Michael Cisar, presented the proposed revisions to the Private Plan Policies and Procedures.

Ms. Pastore asked the Board for a motion to adopt the revisions to the Private Plan Policies and Procedures. Mr. Soltis motioned, and Ms. Williams seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

4. Quarterly Outreach & Engagement Update

Chief Marketing and Communications Officer, Jessica Vargas, provided the Quarterly Outreach & Engagement Update.

5. Discussion and vote regarding on the proposed 2025 Family Expo

Community Partnership Liaison, Nicole Sanclemente, led the discussion regarding the proposed 2025 Family Expo, including a proposed budget.

Ms. Pastore asked the Board for a motion to approve the proposal to hold a 2025 Family Expo Event, including the proposed budget. Adrienne Cochrane motioned, and Mr. Soltis seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

6. Legislative Update

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

7. Committee Reports-

a. Policy & Personnel

Mr. Soltis reported that the Committee met this month and discussed the proposed revisions to the Private Plan Policies and Procedures, as well as the Policy Priorities for 2025. There was also a discussion and Vote on the duration and frequency of meetings. The Committee decided to meet bi-monthly.

b. Outreach & Engagement

CEO, Erin Choquette, reported that the Committee met last month and received the Outreach update and the update on the 2025 Family Expo that were provided earlier in the meeting today.

c. Finance & Audit

Ms. Williams reported the Committee met last month and continued to discuss the Actuarial Report presented at the December board meeting. The Committee also discussed the duration and frequency of meetings which will be voted on at the next meeting.

i. *Financial Reports*

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

- Actual to Budget Operating Funds for the Month of November 2024
- Actual to Budget Bond Funds for the Month of November 2024
- Bond Schedule (Inception to Date)
- Actual to Budget Contribution Trust Funds for the Month of November 2024
- Contribution Schedule (Inception to Date)
- Statement of Fiduciary Net Position as of November 2024
- Operating Projection for FY2025
- Contribution Projection for FY2025
- Draft expenditures and contributions for December 2024

8. CEO Report

Ms. Choquette reported that the Authority continues to make improvements in all areas.

Ms. Choquette asked the Board members to complete the Office of State of Ethics online training.

She also reported that the Outreach & Engagement Committee and the Policy & Personnel Committee discussed and voted to meet bi-monthly. The Finance & Audit Committee discussed the possibility of meeting monthly.

9. Executive Session

Ms. Pastore asked for a motion for the Board to go into Executive Session pursuant to CGS 1-200(6)(A) for a discussion concerning the appointment, employment, performance evaluation, health or dismissal of a public officer or employee, noting that this would require an affirmative vote of 2/3 of the voting members present at this meeting.

Ms. Cochrane motioned, and Ms. Williams seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

The Board entered into Executive Session at 9:51 AM.

The Board returned to the meeting from Executive Session at 10:18 AM

Ms. Pastore asked for a motion to authorize a 3% annual salary increase for our CEO, Erin Choquette effective January 1, 2025. Eva Bermudez Zimmerman motioned, and Mr. Soltis seconded that motion. All were in favor. None opposed. None abstained. The motion carried.

10. Old Business- None

11. New Business- None

12. Adjournment-

Ms. Pastore asked the Board for a motion to adjourn. Mr. Soltis motioned, and Ms. Williams seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 10:20 a.m.

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

Agenda Attachments:

- *Item 3 – Proposed Revisions for Private Plan Policies and Procedures*
- *Item 4- Quarterly Outreach & Engagement Update*
- *Item 5- Discussion on Proposed 2025 Family Expo*
- *Item 6- Legislative Update*
- *Item 7- Financial Reports*