

**LOCAL GOVERNMENT SERVICES  
JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS MINUTES**

The Local Government Services Joint Powers Authority held a regular Board meeting on **January 12th, 2012** at Yountville Community Center, 6516 Washington Street, Yountville, CA 94599. The meeting was called to order at **3:06 p.m.**

**1. CALL TO ORDER**

Members Present: Dan Schwarz, Chair  
Steve Rogers, Vice-Chair  
Nancy Mackle, Member  
Ken Nordhoff, Member  
Joni Pattillo, Member  
Herb Pike, Member

Members Absent: None

Other Attendees: Richard Averett, Executive Director/CFO  
Jennifer Bower, Human Resources Director  
Jefferson Kise, Project Consultant  
Mike Garvey, Executive Committee Chair  
David Rendeiro, Keenan and Associates  
Steve Bour, Keenan and Associates

**2. CHANGES TO THE ORDER OF AGENDA – None**

**3. APPROVAL OF CONSENT AGENDA**

A. Approval of **June 9, 2011** Minutes.

**ACTION:** **M/S Rogers/Mackle** to approve the June 9, 2011 Minutes as presented.

**AYES:** Chair Schwartz, Vice-Chair Rogers, Members Mackle, Pattillo and Pike

**NOES:** None

**ABSTAIN:** Member Nordhoff

**4. TREASURER'S REPORT**

A. Approval of Fiscal Year 2011 Audited Financial Statements. The Executive Director reviewed the results of the Financial Audit performed by Mayer Hoffman McCann. It was noted that the apparently reduced net gain compared to FY10 was the result of two extraordinary items: a write down of \$130,000 of revenue for the outstanding balance from TJPA and the initiation of OPEB expense contributions for both FY 2010 and FY 2011 made in FY 2011. Member Pattillo questioned whether it would be appropriate to establish an Audit Committee to further support the concept of transparency in audit findings. The Executive Director agreed to put this on the Board's agenda for the next meeting. Member Nordhoff asked if the FY 2013 audit should be put out to bid as another way to ensure a fresh perspective in reviewing the financial results of the Authority. Member Pike suggested the current audit firm at least change supervisors. The Executive Director/CFO will develop a proposed audit policy to establish an Audit Committee and recommended rebidding schedule.

**ACTION:** **M/S Rogers/Mackle** moved to approve the Audited Financial Statements

**AYES:** Chair Schwartz, Vice-Chair Rogers, Members Mackle, Nordhoff, Pattillo and Pike

**NOES:** None

**ABSTAIN:** None

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

A. Approve the Formation of Insurance JPA. The Executive Director discussed the events leading up to the recommendation to form the new Insurance JPA (Municipal Services Authority, or MSA) to serve RGS and LGS. The Insurance JPA would meet the need for both JPAs to secure General Liability, Workers' Compensation and Crime Insurance at a more competitive price by pooling the resources and using our low risk profile and experience. Members discussed how many members from each agency should be on the MSA Board, and decided this item would be reviewed at the next MSA meeting.

**ACTION:** **M/S Nordhoff/Rogers** moved to approve the formation of an insurance JPA as presented.

**AYES:** Chair Schwartz, Vice-Chair Rogers, Members Mackle, Nordhoff, Pattillo and Pike

**NOES:** None

**ABSTAIN:** None

B. Appointment of Board Representative and Alternate Representative to new JPA.  
**ACTION:** **M/S Mackle/Pike** moved to nominate Member Nordhoff as the Board representative to MSA and Member Pattillo as the Alternate Representative to MSA.

**AYES:** Chair Schwartz, Vice-Chair Rogers, Members Mackle, Nordhoff, Pattillo and Pike

**NOES:** None

**ABSTAIN:** None

C. Adoption of an Amended Cooperation Agreement. The Executive Director commented that the Amended Cooperation Agreement updates the existing Agreement to reflect the evolution of services between the Authorities and adds MSA to the Agreement.

**ACTION:** **M/S Pike/Rogers** moved to approve the Amended Cooperation Agreement as presented.

**AYES:** Chair Schwartz, Vice-Chair Rogers, Members Mackle, Nordhoff, Pattillo and Pike

**NOES:** None

**ABSTAIN:** None

7. **PUBLIC COMMENT** – None

8. **NEXT MEETING** – Based on a consensus to move to quarterly in-person meetings with a three month cycle beginning with the next meeting to be held in May 2012.

9. **ADJOURNED** – Meeting adjourned at 4:05 p.m.