

**LOCAL GOVERNMENT SERVICES
JOINT POWERS AUTHORITY
BOARD OF DIRECTORS MEETING
NOVEMBER 15, 2012**

The Local Government Services Joint Powers Authority held a regular meeting of the Board of Directors at the Yountville Community Center Board Room, 6516 Washington Street, Yountville, CA 94599. The meeting was called to order at 3:10 p.m.

1. CALL TO ORDER

Members Present: Dan Schwarz, Chair
Steve Rogers, Vice-Chair
Ken Nordhoff, Member
Julie Carter, Alternate Member
Anil Comelo, Alternate Member
Members Absent: Nancy Mackle, Member
Joni Pattillo, Member
Herb Pike, Member
Other Attendees: Richard Averett, Executive Director
Jennifer Bower, Human Resources
Glenn Lazof, Project Manager
Sherry Kelly, Authority Clerk

2. CHANGES TO THE ORDER OF AGENDA - None

3. APPROVAL OF CONSENT AGENDA

A. Approval of **August 16, 2012** Minutes

Action: Moved, seconded (Comelo/Nordhoff) and carried unanimously to approve the Consent Calendar.

4. TREASURER'S REPORT

A. Review Preliminary FY2012 Audit Results

Information: Executive Director Averett presented the Audit Results. He pointed out that there has been a change to the accrual process. While accrued liabilities for OPEB and unused vacation balances are included, sick and administrative leave are not, as they are traditionally not paid out when an employee separates from employment. This change has been made upon review and recommendation of the auditors.

5. OLD BUSINESS - None

6. NEW BUSINESS

A. Approval of Finance Committee Recommendation to LGS Board to Make Additional LGS Insurance Pool Contribution to MSA

Action: Moved, seconded (Comelo/Nordhoff) and carried unanimously to 1) approve an additional LGS insurance pool contribution of \$400,000 to the Municipal Services Authority; 2) direct staff to return with a recommendation for appropriate reserve levels for LGS, RGS and MSA in light of MSA's formation for insurance pooling; and 3) direct staff to develop an inter-agency loan approval policy for reserve funds.

7. PUBLIC COMMENT – None

8. ADJOURNMENT - The meeting adjourned at 3:15 p.m. The next meeting is scheduled for February 21, 2013 at 1:00 p.m. at Dublin City Hall, Regional Meeting Room, Dublin, California.