



EXECUTIVE FINANCE COMMITTEE MEETING MINUTES  
REMOTE MEETING

Thursday, May 6, 2021 at 9:30 a.m.

EDCO Collaborative, 36 Middlesex Turnpike, Bedford, MA 01730

In Attendance: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O'Shea, Bella Wong

EDCO Staff: Cyndy Taymore, Mary O'Regan

TMS Staff: Marc Richard

Attorneys: Katherine Hesse, Felicia Vasudevan, Blair Wigney, Nancy Company

DESE Staff: Ruth Hersch, Paulajo Gaines

1.0 CALL TO ORDER:

The meeting was called to order at 9:34 a.m. Chairperson Bodie read a statement regarding public board meetings being held remotely during the pandemic as per Governor Baker's order of March 12, 2020.

2.0 EXECUTIVE SESSION pursuant to M.G.L. c. 30A, sect. 21 (3) to: discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Potential Litigation around dissolution

A **motion** was made by Ms. Charlupski to move into Executive Session and seconded by Ms. Wong. The **motion passed** by a roll call vote and the meeting moved into Executive Session at 9:39 a.m. Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O'Shea, Bella Wong

A **motion** was made by Ms. Wong to return to open session and seconded by Mr. Light. The **motion passed** by a roll call vote and the meeting returned to open session at 11:09 a.m. Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O'Shea, Bella Wong

5.4 Health Welfare Trust & Benefit Plan: Ms. Taymore asked the committee to address agenda items out of order and discuss the Health Welfare Trust and Benefits Plan first. This is an unprecedented situation and the board's intent is to honor the commitment to EDCO retirees. It has taken some time to get answers needed and to research the details of trust, but at this time the EFC is prepared to vote on recommendations to the Board of Directors on changes to be made to the Welfare Trust.

Ms. Vasudevan opened the discussion about who would be eligible to receive reimbursement from the Welfare Trust. It was determined that to preserve the benefit for as long as possible, the current list of retirees would essentially be frozen with the exception of any employee who retires prior to June 30, 2021.

A **motion** was made by Ms. Wong and seconded by Mr. O'Shea to recommend to the board of directors to define those who are eligible to receive reimbursement for health care insurance costs from the Welfare Trust as the current list of individuals who receive reimbursement and any staff member who

retires prior to June 30, 2021. Also, as of July 1, 2021 no new individuals, including dependents, will become eligible.

**Motion passed** by Roll Call Vote.

Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O’Shea, Bella Wong

Reimbursement rates will be held at the current rate and dollar amount as the Welfare Trust will become a fixed resource since no further contributions will be made to the plan and future administrative costs have not been determined. The goal is to be fair and equitable to retirees while keeping the trust in existence as long as possible.

A **motion** was made by Mr. Light and seconded by Ms. Wong to recommend to the board of directors to reimburse up to the reimbursement dollar amount provided at the end of June 30, 2021, provided that the total reimbursement does not exceed the percentage of reimbursement as of that same date. When retirees become Medicare eligible they must convert to a Medicare Plan and the new percentage will be 50% and the new cap will be \$233.00.

**Motion passed** by Roll Call Vote.

Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O’Shea, Bella Wong

Further discussion including identifying which costs would be considered reimbursable from the Welfare Trust.

A **motion** was made by Ms. Charlupski and seconded by Mr. Conrad to recommend to the board of directors to define eligible reimbursement costs from the Welfare Trust as any medical and dental premium paid to a carrier licensed to provide such benefits in the state of residence.

**Motion passed** by Roll Call Vote.

Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O’Shea, Bella Wong

### 3.0 CONSENT AGENDA ITEMS:

A **motion** was made by Ms. Wong to approve the minutes from Executive Finance Committee meeting held on 3.29.21. Motion was seconded by Mr. Light. Motion **passed by a roll call vote** to accept the Executive Finance Committee minutes and recommend to the Board of Directors to approve the minutes from the 3.29.21.

Roll Call: Kathleen Bodie, Helen Charlupski, Philip Conrad, Peter Light, James O’Shea, Bella Wong

4.0 BUSINESS OFFICE UPDATE: There were no financial reports provided for this meeting. Mr. Richard will generate updated reports for the May 13th Board of Directors meeting. TMS staff member Allen Himmelberger has retired and the EDCO accountant remains out on leave. The remaining staff are sharing additional duties and working to the best of their abilities.

### 5.0 NEW BUSINESS:

5.1 FY21 Audit Engagement Letter: An FY21 Engagement Audit Letter from Fritz DeGuglielmo LLC was shared with the committee. The costs align with the FY20 audit, not to exceed \$50,000. It was noted that additional audits may need to be done during the closing process.

5.2 DHH Program: The Deaf and Hard of Hearing Program will be transitioning to CAPS Collaborative.

5.3 Building Maintenance: The night custodian has given notice and will be leaving next week. Research is being done on the costs of bringing in a cleaning company a few days a week to keep bathrooms and kitchens clean.

6.0 OLD BUSINESS/7.0 BOARD AGENDA: Ms. Taymore noted that at the May 13<sup>th</sup> meeting several items will need to be discussed with the full board including staffing for FY22, vote on a new board chair and vice chair, board and EFC meeting schedules for FY22, and the status of district withdrawals from the Collaborative.

8.0 ADJOURNMENT:

A **motion** was made by Ms. Wong to adjourn the meeting and seconded by Mr. O'Shea. The motion **passed by roll call** and the meeting adjourned at 11:38 a.m.

Roll Call: Ms. Bodie, Ms. Charlupski, Ms. Wong, Mr. O'Shea

Respectfully Submitted,

Mary O'Regan, Executive Administrative Assistant

EDCO Collaborative

May 6, 2021