

RI UST Review Board
December 14th, 2004

Members Present

The Board meeting, held at 235 Promenade Street; Suite 455; Providence, commenced at 12:15 pm. Members present were Chairman Angell, Commissioners Conti, Allienello, Gray, DeBlois, Beaudette, Boisselle, and Pallozzi. Staff present were Michaela K. Brockmann; Executive Director, Jim Robison; claims analyst, and Thomas Lazieh. Also present was Richard Kirby; Legal Counsel and Peter D'Orsi, CPA.

Approval of the Previous Meeting Minutes

Commissioner Beaudette moved to approve the meeting minutes from November 17th, 2004. Commissioner DeBlois seconded the motion and all those present voted in the affirmative.

Chairman's Report

The chairman referred a matter of a legal bill from outside counsel to Mr. Kirby for his review. The Chairman asked that Mr. Kirby find out the hourly rate being charged and the time allocations. The Chairman then called on Ms. Brockmann to update the Board on the computer installation. Ms. Brockmann confirmed that the majority of the computer work had been accomplished. The Chairman had no further comments.

Reimbursement Recommendations

The Chairman asked for a motion to approve the first group of 41 one sites for reimbursement. Commissioner DeBlois moved to approve those sites as presented and the motion was seconded by Commissioner Beaudette. Commissioner Boisselle abstained from voting and filled out the appropriate Conflict of Interest form. All others voted in the affirmative.

Commissioner Gray then asked if the balance in the account was sufficient enough to provide reimbursement for those sites before the Board. Ms. Brockmann stated that there was currently 2.4 million.

Commissioner Beaudette moved that the second group of claims be approved. The chairman seconded the motion. Commissioner DeBlois asked if the item was continued reimbursement of DEM's outstanding balance and what was the remaining balance. Mr. Robison responded that he would provide Commissioner DeBlois with that information prior to the end of the meeting. A vote was then taken and Commissioner Gray recused himself and filled out the appropriate conflict of interest form. All other members in attendance voted in the affirmative.

The final group was moved for approval by Commissioner Allienello and seconded by Commissioner Boisselle. There was no discussion; however, Commissioner DeBlois recused himself and filled out the appropriate conflict of interest form. All others present voted in the affirmative and the motion carried.

The final group was moved for approval by Commissioner DeBlois and seconded by Commissioner Allienello. Commissioner Boisselle recused herself and filled out the appropriate conflict if interest form. All others present voted in the affirmative.

Personnel Subcommittee

Chairman Angell stated that the subcommittee discussed various issues regarding personnel including the 2005 and 2006 budget, Blue Cross, and the pension. The chairman explained that in attempting to make the employees whole for the previous lack in pension benefits; they ran into some legalities and logistical issues. The chairman then stated that he and the subcommittee would continue to look for the best possible vehicle in which to deposit the funds. Additionally the chairman explained to the Board that they did some work on the personnel manual as well as looking at by-laws and the overall organizational structure. Commissioner Gray then asked what the next step toward the pension issue. Chairman Angell responded that at the next Board meeting options would be presented to the Board.

2005/2006 Budget

The chairman suggested to the Board that the 2005 budget be approved as presented and that a more detailed budget would be presented mid-year with respect to health care, pension contributions and the pension issue as a whole. The chairman then entertained a motion to approve the 2005 budget and his motion was seconded by Commissioner Beaudette. There was no discussion and the budget was approved unanimously.

Chairman Angell then explained that due to state requirements a draft 2006 budget must be submitted to the state budget office. A draft was presented to the Board for their review and Peter D'Orsi, CPA, explained the budget document to the Board. Commissioner Gray asked that a reduction in personnel costs between the 2005 and 2006 budget be explained. Mr. D'Orsi explained that the previous budgets were based on having an additional employee but for forecasting personnel costs in 2006 he took a current payroll and added five percent for growth. Commissioner Gray then asked for an explanation in the raise on expenses for operating supplies. Mr. D'Orsi explained that the current figures that the draft budget was based upon are more accurate as they include our current rent. Mr. D'Orsi also explained that in approving the document before the Board, they were not approving the budget for 2006, but rather approving a draft document to meet the requirements of the state budget office. He also added that there is a disclaimer placed under the text of the document stating that this document was not a true approved budget.

Deadline/Board Meeting Dates

The chairman explained to the Board that the dates need to be approved and posted with the Secretary of State's Office in order to comply with the Open Meeting's Act. Commissioner Beaudette moved to approve the dates and the motion was seconded by Commissioner Boisselle. All those present voted in the affirmative.

Richard Kirby, legal counsel to the Board, reminded the Board members of the appeal of the Avila Brothers claim. Mr. Kirby informed the Board that he had been in contact with the claimant's attorney and that potential dates for the hearing had been discussed. It was determined that the hearing would be scheduled for January 25th at noon.

Commissioner Boisselle also reminded Board members that the Secretary of State's office was in the process of promulgating new rules and regulations related to lobbyists. It states that lobbyists must file every expense made to any business that may have an influential decision maker. Commissioner Boisselle stated that the definition of lobbyist and influential decision maker were broad and that the Board members may be considered influential decision makers. She then ask that Mr. Kirby review the matter.

Additionally, Chairman Angell made an inquiry of the Ethics Commission regarding Board members having to file financial disclosure forms. He then stated that the Commissioner recommended it for him; however, they could not make that determination for the full Board. He also asked that Mr. Kirby look into this matter as well. Mr. Kirby responded that the chairman send a memo to the Ethics Commission outlining the current appointment process and budget and ask them to outline which members would be required to file the form or not. Then, he stated, the Board can then determine who should file.

Adjournment

Commissioner Beaudette moved to adjourn the meeting at 1:00 pm. Commissioner Allienello seconded the motion and all those present voted in the affirmative.

Respectfully Submitted By,

Michaela K. Brockmann
Executive Director