

RI UST Review Board
April 6th, 2005

Members Present

The Board meeting, held at 235 Promenade Street; Suite 455; Providence, commenced at 12:09 pm. Members present were Chairman Angell, Commissioners Conti, Allienello, Gray, Beaudette, Boisselle, and Pallozzi. Staff present were Michaela K. Brockmann; Executive Director, Jim Robison; claims analyst, and Lori Cirella. Also present was Richard Kirby; Legal Counsel.

Commissioner Beaudette moved to suspend the order of the agenda. The motion was seconded by Commissioner Allienello and all those present voted in the affirmative.

Avila Brothers Hearing

Attorney DeSisto, legal counsel for the appellant – Avila Brothers, asked that the appeal be heard at a later date until the Board is reconstituted according to Separation of Powers. His continuance was granted.

Approval of the Previous Meeting Minutes

Chairman Angell moved to amend the meeting minutes with changes made under the heading Reimbursement Recommendations and Personnel Subcommittee. Under reimbursement he moved to strike the word one and under Personnel Subcommittee he moved to change the word vehicle to investment. Lastly, he stated that he did not have to file a Financial Disclosure form with the Ethics Commission. The minutes, as amended were moved by the Chairman and seconded by Commissioner Beaudette. All those present voted in the affirmative.

Legal Counsel, Richard Kirby, stated that he made an inquiry of the Ethics Commission to review whether or not Board members would need to file Financial Disclosure forms.

Certificates of Engagement

The Secretary of State's office issued a form asking Board members to identify themselves and their appointing authority. Chairman Angell asked Legal Counsel to review this item and advise on the Board's compliance to this form.

Stenographer Bids

Ms. Brockmann, Executive Director, solicited three bids from three stenographic companies. After her review of the bids, she recommended R.I. Court Reporters to continue as the stenographer. The Chairman moved that their bid be accepted, to be reviewed annually. Commissioner Conti seconded the motion and all those present voted in the affirmative.

RFP for Insurance Coverage

A draft RFP for Insurance Coverage was provided to the Board members for their review. Richard Kirby informed the Board that the RFP was legally sound. Commissioner Pallozzi questioned the premium for auto insurance. Ms. Brockmann explained that the premium, under two hundred dollars, was to provide coverage for use of personal vehicles traveling to a job site. The Chairman moved that the draft RFP be accepted, Commissioner Conti seconded the motion and all those present approved the motion.

Consult with Borah & Associates

After the personnel subcommittee met, a consultant, James Borah, was engaged. The subcommittee felt that some of the items before them required more detailed explanation and thus the services of a consultant who was qualified in the area of personnel issues be engaged. The Chairman moved that the agreement be ratified and approved by the Board. Commissioner Boisselle seconded the motion. Commissioner Gray asked what the statement "Borah and Associates would expect to be named as broker of record on all." The Chairman replied that he questioned that language as well and that this agreement was not a contract. The Chairman amended his original motion to state that the consultancy be approved and his services will be engaged and he will be allowed to bid on further work for RI UST; however, Mr. Borah would not be given the exclusive to become Broker of record. Commissioner Pallozzi seconded the amended motion. Further discussion was in regards to potential for a section 125 plan and how long the analysis would be to complete. The Chairman stated that the analysis had been completed. The motion was then voted upon and all those present voted in the affirmative.

Auditor General's letter

The Chairman provided Board members with a copy of a letter from the Auditor General and the Chairman's response. The Chairman stated that according to the Auditor General, the RI UST Review Board was subject to guidelines for audit bids and specifications for component units. Chairman Angell searched for these guidelines and could not find a copy, he then requested in writing, a copy from the Auditor General's office. As of the Board meeting, these guidelines were not issued to the Chairman. Chairman Angell asked legal counsel to follow up on the request for the documentation.

Reimbursement Recommendations

The Chairman asked for any discussion on Group A of the recommendations. Commissioner Allienello asked that on future reports a total of all the reimbursements for any given site be included. Commissioner Boisselle then moved that Group A be approved for reimbursement, the motion was seconded by Commissioner Allienello. All those present voted in the affirmative.

The Chairman made a motion to approve Group B for reimbursement, the motion was seconded by Commissioner Beaudette. There was no discussion and a vote was taken. The motion was approved with one abstention from Commissioner Gray. Commissioner Gray then submitted the appropriate Conflict of Interest form.

Chairman Angell then moved Group C for approval and the motion was seconded by Commissioner Boisselle. There was no discussion, a vote was taken and all present voted in the affirmative.

Lastly, the Chairman moved approval for reimbursement of Group D. The motion was seconded by Commissioner Allienello. A vote was taken and the motion was approved. Commissioner Boisselle obtained and subsequently filed the appropriate Conflict of Interest form.

Adjournment

Commissioner Conti moved to adjourn the meeting at 12:30 pm. Commissioner Allienello seconded the motion and all those present voted in the affirmative.

Respectfully Submitted By,

Michaela K. Brockmann
Executive Director