

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

Minutes of Audit-Finance/Human Resources Committee Meeting

April 17, 2024

The Audit-Finance and Human Resources Committees of the State of Connecticut Health and Educational Facilities Authority held a combined meeting via videoconference and in-person on Wednesday, April 17, 2024.

The hybrid meeting was called to order at 12:32 p.m. by Mr. Michael Angelini, Committee Chair of the Human Resources Committee. Upon roll call, those present and absent were as follows:

PRESENT: Michael Angelini, Human Resources Committee Chair
Lawrence Davis
Peter W. Lisi, Board of Directors Chair
Sarah Sanders (*Designee for CT State Treasurer Erick Russell*)¹
Mark Varholak²

ABSENT: Kimberly Kennison (*Designee for Jeffrey Beckham, OPM Secretary*)
Susan Martin, Audit-Finance Committee Chair

ALSO, PRESENT: Jeanette W. Weldon, Executive Director
Denise Aguilera, General Counsel
Charles Bodie, Managing Director of Finance and Operations
Rebecca Hrdlicka, Administrative Services Assistant
Andrew Kwashnak, Senior Systems & Data Analyst
JoAnne N. Mackewicz, Controller
Michael F. Morris, Managing Director, Client Services
Julia Pollano, Operations Reporting Analyst³
Kara Stuart, Manager, Administrative Services
of Connecticut Health and Educational Facilities Authority

APPROVAL OF MINUTES

Mr. Lisi requested a motion to approve the combined committee meeting minutes of April 19, 2023.

Mr. Varholak moved to approve the minutes and Mr. Lisi seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

¹ Sarah Sanders participated in the meeting via teleconference that permitted all parties to hear each other.

² Mark Varholak participated in the meeting via teleconference that permitted all parties to hear each other.

³ Julia Pollano participated in the meeting via teleconference that permitted all parties to hear each other.

AYES

Michael Angelini
Peter Lisi
Sarah Sanders
Mark Varholak

NAYS

None

ABSTENTIONS

None

Mr. Davis joined the hybrid meeting at 12:35 p.m.

REVIEW OF THE FY 2025 PROPOSED HUMAN RESOURCES BUDGET

Mr. Angelini introduced the proposed human resources budget that will cover Staff compensation and benefits, as this budget comprises a large portion of the total operating budget. The proposed compensation and benefits budget will then be presented to the Board later today as part of the Committee Report, and the total operating budget for fiscal year (FY) 2025 will be reviewed by the Board at the June 2024 meeting.

Mr. Bodie gave a presentation on the Proposed Human Resources Budget Fiscal Year 2025, which included a detailed overview on the following topics:

- FY 2025 Compensation Budget Proposal
- Market Projections for Merit Increases
- Fiscal Year Total Compensation Comparison (Budget v. Actual)
- Employee Benefits Budget Overview
- Medical Insurance Budget Assumptions
- Benefits as a Percent of Compensation (Budget v. Actual)
- FY 2025 Pro Forma Operating Budget Overview

The FY 2025 total compensation budget decreased by 3.10% from the FY 2024 total compensation budget, and the merit increase proposal for FY 2025 is 4.07%. Mr. Bodie reported that the FY25 benefits expense budget increased by 1.90% over the FY24 budget, primarily driven by an expected increase in rates for employee medical coverage but largely offset by decreases for other benefit components. Mr. Bodie reported that benefits are expected to be approximately 34% of total compensation.

During the presentation, the floor was opened to questions and discussions ensued regarding merit increase market comparisons, cost of living increase, staffing changes, general and administrative

expenses (e.g., education and training reimbursement, legal expenses, administrative supplies), and tuition reimbursement.

Mr. Angelini requested a motion to approve the FY 2025 proposed human resources budget as presented. Mr. Lisi moved for approval and Mr. Varholak seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Michael Angelini Lawrence Davis Peter Lisi Sarah Sanders Mark Varholak	None	None

Mr. Lisi and Mr. Angelini thanked Mr. Bodie and team for their hard work with the budget.

ADJOURNMENT

There being no further business, Mr. Davis moved to adjourn the hybrid meeting and Mr. Lisi seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Michael Angelini Lawrence Davis Peter Lisi Sarah Sanders Mark Varholak	None	None

The hybrid meeting adjourned at 1:01 p.m.

Respectfully submitted,

Jeanette W. Weldon
Executive Director