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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, December 14, 2023

Time: 7:00 p.m.

Via Zoom

MINUTES

CALL TO ORDER: Chair, Richard Freedman, called the meeting to order at 7:03 p.m. *(Video 00:00:02)*

MEMBERS PRESENT: Chair, Richard Freedman; Vice Chair, Mary Lou Rinaldi; Members: Geoff Alswanger, Laura Burwick, Dennis Mahoney and J.R. McMullen.

OTHERS PRESENT: Ben Barnes, Elda Sinani, Bill Maguire, Tony Romano, Anita Carpenter, Frank Petise, Dan Colleluori, Tim Shaw, Scott Duckworth, Dr. Tamu Lucero, Ryan Fealey, Lindsey Cohen, Josie Carpanzano, Thomas Turk, Greg Stackpole, Tyler Theder, Jody Bishop-Pullan, Karen Camporeale, Scott Butch, Bill Klous and Bob Robitaille.

PUBLIC PARTICIPATION: Dr. Jenny Henkind and Caryn Furst spoke in support of agenda item #13, SWIFR. *(Video 00:00:31)*

1. MINUTES *(Video 00:04:47)*

Request for approval of Minutes of the following meetings:

11092023 Regular Monthly Meeting

11152023 Special Meeting

Submitted by: Clerk, Board of Finance

Motion to approve by Geoff Alswanger, seconded by J.R. McMullen. The vote passed unanimously, 6-0-0.

2. BUDGET UPDATE – BOARD OF EDUCATION (Video 00:05:25)

Ryan Fealey, Director of Finance, Board of Education provided a brief update on the BOE budget.

Mr. Fealey reported that as of the end of October, he is still projecting no variance to budget for the end of this fiscal year. Also, the BOE has officially executed a three-year contract extension with First Student for bus services at the higher rates discussed with the Board several months ago. Mr. Fealey added that the teachers' union has been informed of the proposal to adjust the schedule at the high schools starting Fall 2024. The BOE will be entering into informal negotiations with the teachers' union soon.

3. FY2022 ACFR (Video 00:12:04)

~~Review and approval of~~ Update on progress of FY22 City Audit (ACFR).

Attending: Scott Bassett, Partner, RSM
Ben Barnes, Director of Administration

Scott Bassett, Partner, RSM, the City's Auditor and Ben Barnes, Director of Administration contributed to this item. The FY22 Audit is near completion and will be on the 01112024 Agenda for review and approval.

4. AXON CONTRACT DISCUSSION (Video 00:33:35)

This is a request for review, discussion, and recommendation.

Action Requested: Review and Discussion of Proposed AXON Contract Extension Terms and Cost
Submitted by: Timothy Shaw, Chief of Police
Attending: Tim Shaw

Chief Shaw brought this item to the Board to review the options of renewal for the various Axon Contracts. The Stamford Police Department contracts with Axon for body-worn cameras, dash-mounted cameras, interview room cameras and all the associated file management services for all three. These services are State-mandated. After discussion, the Board recommended renewing a new "bundled" contract with Axon for five years. The actual finalized contract will come back to the Board for approval.

5. REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (001348) -- FY 23/24 –EV INFRASTRUCTURE GRANT ~~****ITEM WITHDRAWN****~~

~~This is a request for approval of a capital project appropriation to purchase and install 20 Dual port Level 2 Chargers and two Dual port DC Fast Chargers to be located at the Stamford Government Center, 888 Washington Blvd., Stamford. The City of Stamford was selected to receive a grant under Connecticut's Volkswagen (VW) EVSE ZEV Infrastructure Program (ZIP). NOTE: The VW EVSE ZIP Grant is structured as a reimbursement. Award recipients will be required to demonstrate project completion, including payment for the project, before receiving awarded funds. **Item was held at 8/10/2023, 9/14/2023, 10/11/2023 and 11/14/2023 BOF Regular Monthly Meetings.~~

~~_____ **Action Requested:** Approval of Appropriation
_____ **Amount:** \$860,565.20
_____ **Fund/Budget:** \$559,367.38 Grant (State)
_____ \$301,197.82 Bond (City)
_____ **Submitted by:** OPM
_____ **Attending:** William Klous, Fleet Manager
_____ **Attending:** Tony Romano, Management Analyst, OPM~~

6. REQUEST TO APPROVE A RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$860,565.20 FOR THE EV INFRASTRUCTURE GRANT PROJECT (001348) AND AUTHORIZING \$301,197.82 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION ***Item was held at 8/10/2023, 9/14/2023, 10/11/2023 and 11/14/2023 BOF Regular Monthly Meetings. *****ITEM WITHDRAWN******

Action Requested:	Approval of Resolution
Amount:	\$860,565.20
Fund/Budget:	\$559,367.38 Grant (State) \$301,197.82 Bond (City)
Submitted by:	OPM
Attending:	Tony Romano, Management Analyst, OPM

*****Please see below -- item #12 -- for vote on items #7 through #12, as they were considered together*****

7. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – MAA WAGE INCREASE
This is a request to appropriate funds from contingency to pay increased obligations for FY23/24 per the proposed contract settlement. ****Item FAILED at 11152023 BOF Special Meeting****

Action Requested:	Approval of Appropriation
Amount:	\$540,606
Fund/Budget:	Contingency
Submitted by:	Al Cava, Director of Human Resources
Attending:	Al Cava

8. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY22/23 – STAMFORD POLICE WAGE RETRO PAYOUT
This is a request to appropriate funds to pay the Stamford Police retro wage increase obligations for FY22/23 per the recent contract settlement. ****Item FAILED at 11152023 BOF Special Meeting****

Action Requested:	Approval of Appropriation
Amount:	\$1,047,321
Fund/Budget:	Fund Balance
Submitted by:	Al Cava, Director of Human Resources
Attending:	Al Cava

9. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – STAMFORD POLICE WAGE INCREASE
This is a request to appropriate funds from contingency to pay increased obligations for FY23/24 per the recent contract settlement. ****Item FAILED at 11152023 BOF Special Meeting****

Action Requested:	Approval of Appropriation
Amount:	\$2,203,914
Fund/Budget:	Contingency
Submitted by:	Al Cava, Director of Human Resources
Attending:	Al Cava

10. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – STAMFORD FIREFIGHTERS WAGE RETRO PAYOUT ****Item was HELD at 11092023 BOF Regular Monthly Meeting****

This is a request to appropriate funds to pay the Stamford Firefighters retro wage increase obligations for FY22/23 (7/1/19 – 6/30/23) per the recent contract settlement.

Action Requested: Approval of Appropriation
Amount: \$7,371,066
Fund/Budget: Fund Balance
Submitted by: Al Cava, Director of Human Resources
Attending: Al Cava

11. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – STAMFORD FIREFIGHTERS WAGE INCREASE ****Item was HELD at 11092023 BOF Regular Monthly Meeting****

This is a request to appropriate funds from contingency to pay increased obligations for FY23/24 per the contract settlement.

Action Requested: Approval of Appropriation
Amount: \$4,461,103
Fund/Budget: Contingency
Submitted by: Al Cava, Director of Human Resources
Attending: Al Cava

12. **HELD*****REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – INCREASE CONTINGENCY

This is a request to transfer \$1,500,000 from the General Fund Balance to Reserve for Contingency. This request is driven by a higher than anticipated wage increase impact from recent union contract settlements.

Action Requested: Approval of Appropriation
Amount: \$1,500,000
Fund/Budget: Fund Balance
Submitted by: Elda Sinani, Director of OPM
Attending: Elda Sinani

Chair Freedman started the discussion of items #7 through #12 by noting that all three contracts (MAA, Police, Fire) were given a negative advisory opinion by the Board. He added that all contracts were under-reserved by a total of approximately \$1,700,000 and settled by the Administration with that knowledge. Chair Freedman said it was unacceptable and asked the Administration to find the funding from a source other than “Fund Balance”.

Vice Chair Rinaldi agreed and noted that the Board expressed a negative advisory opinion on these contracts because they understood what the cost was going to be now and in future. Vice Chair Rinaldi advised she would not approve any appropriations related to these contracts until the Administration finds another source besides Fund Balance for the under-reserved amount. Mr. Mahoney added that this expense will ripple into eternity when it comes to budget challenges, especially next year. Mr. Alswanger confirmed the Board will meet the City’s obligations but reiterated the need to find a different source to pay for it.

Chair Freedman expressed frustration that all three contracts were placed on the agenda simultaneously with no prior communication or collaboration with the Board. As Chair, he had no idea the contracts were settled before they appeared on the agenda.

*****Motion by Richard Freedman to hold items #7, #8, #9, #10, #11 and #12, seconded by Mary Lou Rinaldi. The vote passed unanimously 6-0-0.*** (Video 01:07:13)**

13. REQUEST FOR A CAPITAL PROJECT APPROPRIATION -- (001380) – FY 23/24 – GRANT -- FEDERAL FUNDS -- SWIFR FOOD WASTE COLLECTION/COMPOST AND SUSTAINABILITY PROJECT (Video 01:40:36)

The SWIFR Food Waste Collection/Composting and Sustainability project's main goal is to reduce the amount of food waste that the City of Stamford sends to landfills by collecting and composting it as well as through education and outreach in Stamford's thirteen neighborhoods. This project is expected to eliminate about 667 metric tons of Co2-e emissions that would have otherwise been emitted from landfills in the grant period. It contributes to Mayor Simmons' environmental goals. Stamford plans to purchase and install three new composters to be made available in strategic public locations. The City also plans to purchase and install one composter in a Stamford public school (Westhill HS) in a program that will encourage the next generation's (students') involvement in food scrap recycling. If successful, it could become a model for other schools in future projects. The City plans to hire six part-time staff including a truck driver/laborer, four laborers, as well as a Food Waste and Sustainability Coordinator (FWSC) who will manage this project. In addition, the City plans to purchase and install approximately 52 new food waste collection smart bins (which will be typically installed on street sidewalks and other locations, such as parks).

The City plans to purchase a new truck to be used by the driver and two of the laborers to pick up curbside food waste containers from participating large multi-unit housing complexes as well as the interior containers of the smart bins (filled with food scraps). Plans are for the other two laborers to work with the public at two of the new composter sites for two days a week (including Saturdays) to accept food waste drop-offs and run the composting machines. The purchase of the food waste collection smart bins will be spread over the project period as community education and outreach efforts will continue to build awareness regarding and increase participation in food waste recycling.

The City plans to purchase a large number of the Home Food Scrap Recycling Kits and plans to give them away during community meetings throughout the grant period to help motivate interested residents to recycle food scraps.

The City will partner with the Mill River Park Collaborative, Stamford Downtown (DSSD), and an ambassador for each of Stamford's 13 neighborhoods for this project's education, outreach, promotion, ideas, and collaboration efforts. The grant includes funding for marketing, public outreach, communications, and research to improve our food waste recycling program. Construction will be required for each of the composters to build concrete pads, roofs/overheads, area perimeter security (e.g., fencing), and install power. Smart bin installations require concrete foundations, so some small concrete pads will need to be built for locations that don't already have concrete.

Action Requested:	Approval of Appropriation
Amount:	\$ 2,016,940.78
Fund/Budget:	Grant (Federal)
Submitted by:	Dan Colleluori, Supervisor of Solid Waste and Recycling
Attending:	Dan Colleluori

This item had support from two City resident speakers during the public participation portion of the meeting. There was a discussion of the logistics of getting this program started, and the expense of continuing the program beyond the initial grant funding.

Motion to approve by J.R. McMullen, seconded by Laura Burwick. The vote passed unanimously, 6-0-0.

14. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – ADDITIONAL SPENDING AUTHORITY FOR PRIOR YEAR PURCHASE ORDERS (Video 02:09:28)

This is a request to appropriate funds for a few FY23 purchase orders to carryover to FY24 due to the delayed implementation of ERP. It is necessary to carry forward these purchase orders from fiscal year 2023 to fiscal year 2024 to ensure the smooth continuation of ongoing processes and operations, given the delayed delivery of essential services, such as ammunition for the police department.

Action Requested:	Approval of Appropriation
Amount:	\$418,803.02
Fund/Budget:	Fund Balance
Submitted by:	Elda Sinani, Director of OPM
Attending:	Elda Sinani

Elda Sinani presented this item and confirmed that the item is a result of the ERP system implementation and affects the current fiscal year only. It will not be an annual recurring item.

Motion to approve by Mary Lou Rinaldi, seconded by Laura Burwick. The vote passed unanimously, 6-0-0.

15. REQUEST FOR A CAPITAL PROJECT APPROPRIATION -- (CP0042) – FY 23/24 – 10 YEAR MASTER PLAN (Video 02:15:59)

The City of Stamford Land Use Bureau (LUB) is soliciting proposals for a 10-year Comprehensive Plan in line with State of Connecticut Public Act No. 15-95. The Comprehensive Plan 2025-2035 (the “Comprehensive Plan” or the “2035 Plan”) will include an update to the Stamford Affordable Housing Plan (or “Housing Plan”, as required by the State of Connecticut and City of Stamford Ordinance). The Comprehensive Plan and Housing Plan will be developed by the chosen consultant in partnership with the LUB and will include significant community engagement and clear design. The City is also looking for the proposal to address data collection needs of the City’s Community Development Department to update the Consolidated Plan and create the Equity Action Plan as required by the United States Department of Housing and Urban Development.

Action Requested:	Approval of Appropriation
Amount:	\$199,074
Fund/Budget:	Operating – Board of Assessment Appeals
Submitted by:	Lindsey Cohen, Associate Planner, Planning
Attending:	Lindsey Cohen

Lindsey Cohen presented this item and explained that the current budget allocation amount is insufficient to complete the project. She noted that there has been a lot of change over the past ten years, and the comprehensive plan is meant to express the residents’ desires on how to guide that change. Therefore, there is a lot of work to be done engaging with different groups at different levels and identifying common values.

Motion to approve by Geoff Alswanger, seconded by Laura Burwick. The vote passed unanimously, 6-0-0.

16. REQUEST TO APPROVE A RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$199,074 FOR THE MASTER PLANS PROJECT AND AUTHORIZING \$199,074 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (Video 02:27:00)

Action Requested:	Approval of Resolution
Amount:	\$199,074
Fund/Budget:	Bond (City)
Submitted by:	OPM
Attending:	Tony Romano, Management Analyst, OPM

Motion to approve by Geoff Alswanger, seconded by Dennis Mahoney. The vote passed 5-1-0. J.R. McMullen voted against.

17. REQUEST FOR APPROVAL OF CONTRACT BETWEEN THE CITY AND CERIDIAN – HRIS & PAYROLL SOLUTION SOFTWARE (RFP NO. 714) (Video 02:29:44)

The Controller’s Office is purchasing a block of 500 hours at a reduced rate of \$145/hour for a total of \$72,500.00. The new SRS for M. Kimmel at Ceridian is for a total of 105 hours at the current rate of \$170.00 per hour for a total of \$17,850.00. Per B. Robitaille, the City’s Divisional Finance Manager, the last BOF approved contract value was \$998,805.00. These two items, therefore, require BOF approval because the total contract value will now increase by more than 15% since the last approval.

Action Requested:	Approval of Contract Increase of more than 15%
Submitted by:	Robert Robitaille, Divisional Finance Manager
Attending:	Bob Robitaille

Bob Robitaille presented this item and explained the need for extra support is due to the lack of in-house expertise to complete the programming required to meet the complexities of the payroll system. The Ceridian system doesn’t “speak” to the Oracle system.

Vice Chair Rinaldi voiced her disappointment in the need for outside assistance and suggested the City perform an organizational review to assess the skill set needed to handle these tasks in-house going forward.

Motion to approve by Laura Burwick, seconded by Geoff Alswanger. The vote passed 5-1-0. Mary Lou Rinaldi voted against.

18. REQUEST FOR APPROVAL OF CONTRACT BETWEEN THE CITY AND IPS GROUP INC FOR PARKING TICKET, PERMIT AND CIVIL CITATION MANAGEMENT SERVICES (RFP NO. 895) (Video 02:43:33)

This is a two-year agreement with three additional option years for a total possible Term of five years. IPS' Fee Proposal can be found at p. 107 of IPS' Proposal (Ex. B).

Parking Tickets and Civil Citations:

There is no fee for the initial setup, configuration, or equipment. IPS receives a fee of \$3.30 per ticket/citation. This fee is paid by the City. It is not added to the ticket/citation amount. Last year the City issued 65,000 tickets/citations (mostly citations). We expect that number to increase to 70,000 next year. Those receiving tickets/citations have an option to pay by credit card. There is an additional \$3.50 fee for that, which is paid by those receiving the tickets/citations, not the City.

Permit Management System:

There is a one-time \$5,000.00 fee for initial setup and configuration. IPS receives a fee of \$1.25 per permit. This fee is paid by the City. It is not added to the permit amount. The City issues approximately 22,000 permits annually. Those requesting permits have an option to pay by credit card. There is an additional \$3.50 fee for that, which is paid by those requesting the permit, not the City.

Action Requested:	Approval of Contract
Submitted by:	Frank Petise, Transportation Bureau Chief
Attending:	Frank Petise

Frank Petise presented this item and explained that the City is in it's last year of the existing contract with another vendor.

Mr. McMullen suggested the need to revamp online options to encourage residents to pay these fines online. He encouraged adding an ACH debit payment option as it is a much less expensive alternative to current credit card processing fees assessed when paying online.

Motion to approve by Mary Lou Rinaldi, seconded by Richard Freedman. The vote passed 5-1-0. J.R. McMullen voted against.

19. REQUEST FOR APPROVAL OF CONTRACT BETWEEN THE CITY AND GARDAWORLD FOR SECURITY SERVICES FOR THE CITY OF STAMFORD FACILITIES (RFP NO. 2024.0112) (Video 02:48:40)

This is a request to approve a proposed contract with GardaWorld for Security Services for City of Stamford Facilities (RFP No. 2024.0112).

This is a one-year agreement with two possible extensions for a maximum term of three (3) years. The fees for these services are as follows: Year 1 (2024-2025): \$661,136.86; Option Year 2 (2025-2026): \$680,970.97; Option Year 3 (2026-2027): \$701,400.10

Action Requested:	Approval of Contract
Submitted by:	Scott Butch, Director of Facilities
Attending:	Scott Butch Josie Carpanzano, Deputy Director of Operations

Scott Butch and Josie Carpanzano presented this item to approve a contract with a new vendor for Security Services at City of Stamford facilities.

Motion to approve by J.R. McMullen, seconded by Geoff Alswanger. The vote passed unanimously, 6-0-0.

20. REQUEST FOR APPROVAL OF CONTRACT BETWEEN THE CITY AND MILLIMAN, INC. FOR ACTUARIAL SERVICES (CITY RFP NO. 2023.0088) (Video 02:53:17)

Milliman will provide actuarial consulting services relating to the City and BOE other post-employment benefits obligation and the City's four pension funds. This is a five-year agreement with two, additional option years, for a total possible Term of seven years. Milliman's fees for these services are as follows:

Period	Pension	OPEB	Other Requested Core Services ⁽¹⁾
2023-2024	\$87,000.00	\$43,100.00	\$6,700.00
2024-2025	\$90,900.00	\$44,800.00	\$7,000.00
2025-2026	\$94,500.00	\$46,600.00	\$7,300.00
2026-2027	\$98,300.00	\$48,500.00	\$7,600.00
2027-2028	\$102,200.00	\$50,400.00	\$7,900.00
2028-2029	\$106,300.00	\$52,400.00	\$8,200.00
2029-2030	\$110,000.00	\$54,500.00	\$8,500.00

(1) This is an annual allowance based on 20 hours at a discounted blended hourly rate. Additional hours will be billed per the hourly billing rates set forth in the Fee Proposal included in the Consultant's Proposal.

Action Requested: Approval of Contract
Submitted by: Ben Barnes, Director of Administration
Attending: Ben Barnes

Vice Chair Rinaldi commented that Milliman has done a great job on the pension funds and has assisted the Board of Finance well during the budget review process. Mr. McMullen questioned the increased annual increase amounts compared to past years.

Motion to approve by Mary Lou Rinaldi, seconded by Laura Burwick. The vote passed unanimously, 6-0-0.

21. TRANSFER REQUEST – FY23/24 OPERATING BUDGET – BOARD OF ASSESSMENT APPEALS
 (Video 03:03:54)

Request for a budget transfer *from* Assessor/Salaries *to* Board of Assessment Appeals/Seasonal and *to* Board of Assessment Appeals/FICA. This transfer will allow for a seasonal employee to assist with the Board of Assessment Appeals duties.

Action Requested: Approval of transfer
Amount: \$12,111
Fund/Budget: Operating – Board of Assessment Appeals
Submitted by: Greg Stackpole, Tax Assessor
Attending: Greg Stackpole

Greg Stackpole presented this item and emphasized the need for additional staff due to the increase in assessment appeals.

Motion to approve by Laura Burwick, seconded by Geoff Alswanger. The vote passed unanimously, 6-0-0.

22. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – GRANT – STATE FUNDS – PUBLIC HEALTH WORKFORCE GRANT (Video 03:10:42)

The Stamford Department of Public Health has received an award from the State Department of Public Health for a Workforce Development Grant to strengthen our public health workforce and infrastructure. The City will use this grant to:

- * Hire a fulltime staff person (Health education and outreach) for the grant period (4 years).
- * Develop training and wellness plans and policies.
- * Administer a health and wellness program for 90 employees.
- * Attend a national conference for 4 employees.

No City funds are required.

Action Requested:	Approval of Appropriation
Amount:	\$433,342
Fund/Budget:	Grant (State – Department of Health)
Submitted by:	Jody Bishop-Pullan, Director of Health
Attending:	Jody Bishop-Pullan

Jody Bishop-Pullan presented this item and advised that this grant is a result of the CDC's intention to support the public health workforce and infrastructure through support training and wellness programs.

Vice Chair Rinaldi, although supportive of the grant, questioned the need to hire a new full time employee to administer the program as it increases the employee headcount after the grant funds expire.

Mr. Mahoney supported the Vice Chair's comment and suggested contracting an outside source to work with the Spanish speaking community as an alternative to hiring a full time employee.

Motion to approve by Geoff Alswanger, seconded by Richard Freedman. The vote passed unanimously, 6-0-0.

23. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – GRANT – STATE FUNDS – IMMUNIZATION AND VACCINES FOR CHILDREN (Video 03:21:56)

The Stamford Department of Public Health has received an award from the State Department of Public Health to develop and implement vaccine educational campaigns and media outreach to promote vaccine confidence, address vaccine hesitancy and promote vaccine equity. The budget of \$439,411 consists of two parts: \$325,723 for vaccination funding and \$113,688 for media funding. No City funds are required.

Action Requested:	Approval of Appropriation
Amount:	\$439,411
Fund/Budget:	Grant (State – Department of Health)
Submitted by:	Jody Bishop-Pullan, Director of Health
Attending:	Jody Bishop-Pullan

This item provides support for covid, flu and childhood immunizations. The goal is to ensure that there is vaccine equity in the City providing increased access to this kind of disease prevention. There will be particular focus on the underserved and highly vulnerable populations, such as the older adult.

Motion to approve by J.R. McMullen, seconded by Geoff Alswanger. The vote passed unanimously, 6-0-0.

24. BOF DISCUSSION OF 24/25 BUDGET PRESENTATION FORMAT AND BUDGET INSTRUCTIONS
(*Video 03:27:41*)

The Board informally discussed options for the upcoming FY 24/25 budget presentations as well as possible revised parameters for a presenter's inclusion in the process. As department budget projections are due to OPM in early January, the BOF Budget Calendar will be constructed and finalized after receipt and review of those numbers.

ADJOURNMENT: (*Video 03:54:34*)

Motion to adjourn by J.R. McMullen, seconded by Laura Burwick. The meeting was adjourned at 10:57 p.m.

[This meeting is on video.](#)

Tracy Donoghue
Tracy Donoghue
Clerk of the Board