

**Human Resources Committee
January 15, 2025
Regular Meeting Minutes**

A Regular Meeting of the Human Resources Committee of the MIRA Dissolution Authority was held on January 15, 2025. Present either in person or by video or audio conferencing were:

Committee Members Present: Committee Chairperson Rachel Taylor
 Authority Chairperson Bert Hunter
 Director Michael Walsh

Other Directors/Members Present: Director David Barkin
 Director Bill Beccaro
 Director Michael Looney

Present from MIRA: Mark Daley, President
 Cheryl Kaminsky, Comptroller
 Chris Shepard, Environmental Compliance Manager
 Dave Bodendorf, Manager of Engineering, Construction &
 Power Assets

Others present: Attorney Miguel Escalera
 Attorney Ann Catino
 Ernestine Weaver

PUBLIC COMMENT

Committee Chairperson Taylor called the meeting to order at 8:32 a.m. She stated that there were no members of the public who wished to comment and proceeded with the agenda.

1. Approval of the Minutes of the October 16, 2024 HR Committee Meeting

Committee Chairperson Taylor asked for a motion to approve the October 16, 2024 minutes. Director Walsh made the motion and Chairperson Hunter seconded it. Committee Chairperson Taylor asked if there were any discussions or suggested changes and hearing none, the minutes were approved unanimously.

2. Discussion of HR related Wind Down Activities

Committee Chairperson Taylor asked Mr. Daley to proceed with the discussion. Mr. Daley stated that there have been several meetings with Fidelity now concerning our employee 401K plan changes after the Authority shuts down. He stated that there is an additional meeting set for this Friday to specifically discuss setting certain plan functions as employee directed which may provide an additional time for employees to make changes without relying on DAS for approvals after the succession. Mr. Daley also stated that we are tentatively targeting a March 13th or 27th date for the Fidelity transition team to meet with all employees to discuss options and answer any questions, and they will make one on one

sessions available to the employees as well. MIRA is still planning on terminating the plan but adding a liquidation period through the end of the calendar year for reporting purposes. Chairperson Hunter asked regarding contributions and Mr. Daley stated that the employees can continue making contributions through the last pay period. Chairperson Hunter also asked if anyone had outstanding loans which may be problematic. Mr. Daley responded that there are two outstanding loans.

Mr. Daley went on to say that we have provided notice to our Flexible Spending Plan (administrated by WageWorks) and participating employees that the plan terminates on June 30th. As part of the termination, employee contributions will end April 30, 2025 and employees must submit documentation for use of the funds used by May 31st. We will refund any unspent employee funds before June 30th.

Mr. Daley stated that we have many employees with multiple decades of service to CRRA, then MIRA and now the MIRA DA that have not been in the job market for quite some time and in some cases use dated software applications. We will be providing several training tools to assist in the transition. Initial research indicates LinkedIn Learning and IT Online would be helpful so we will initially pursue those. We will set this up in a way that does not cut off the training on June 30th but provides it for up to a year from now which Mr. Daley believes will be most advantageous for the employees. Chairperson Hunter asked if it was regarding 2025 and Mr. Daley responded, yes, for calendar year 2025. Chairperson Hunter asked about the second training and Mr. Daley stated that it provides certification in current application like Excel for example.

3. HR Update

Committee Chairperson Taylor asked Ms. Kaminsky to proceed with the discussion. Ms. Kaminsky stated that the Authority was reporting for the period of October 1, 2024 through December 31, 2024. She stated that there were only two changes since last quarter. The average age of employees went up slightly and one other person has taken advantage of the wellness program.

Committee Chairperson Taylor then read what would be discussed in executive session. She asked President Daley who would be joining the executive session. Mr. Daley stated that all directors and members present, Attorney Escalera, Attorney Catino, Ms. Kaminsky and DAS Counsel Ernestine Weaver. Chairperson Hunter then made the motion to go into executive session which was seconded by Committee Chairperson Taylor. The motion was approved unanimously. Executive session began at 8:41 a.m.

The committee came out of executive session at 9:25 a.m. and the meeting was adjourned.