

Administration and Finance Committee
Summary Minutes
August 31, 2016

The meeting was called to order at 9:00 a.m. at the Walnut Creek offices of Hanson Bridgett. Those in attendance were:

Committee Members:	Director Bob Simmons Director Al Dessayer
Staff:	General Manager Rick Ramacier Director of Finance Erick Cheung Director of Transportation Bill Churchill Senior Manager of Human Resources Lisa Rettig Hanson Bridgett Attorney Patrick Glenn
Public:	Ralph Hoffmann

1. Approval of Agenda- Approved.
2. Public Communication- Mr. Hoffmann spoke on the Electric Trolley coming to the City of Walnut Creek in the fall of 2016.
3. Approval of Minutes of July 6, 2016- Approved.
4. Closed Session:
Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Employee Organizations:
Teamsters Union, Local 856, AFL-CIO, Transit Supervisors
No reportable action taken on closed session item.
5. Increasing Cafeteria Amounts for Non Represented Employees – Senior Manager Rettig provided a brief summary to amend the 2017 Cafeteria amounts for Administrative employees consistent with the MOUs with ATU and Teamsters. This is done by averaging the percentage increase of the two most popular health plans by coverage level and splitting that amount and adding it to the 2016 Cafeteria Plan. For 2016, the two most popular health plans are Kaiser and Anthem HMO Select. Kaiser premiums went down 1.8% and Anthem HMO Select premiums increased 15.7%. Approved Resolution 2017-003 for the Board consent calendar.
6. Review of Vendor Bill, July and August 2016- Reviewed.
7. Legal Services Statement, May and June 2016- General and Labor- Approved.
8. Adjournment- The meeting was adjourned.

Erick Cheung, Director of Finance