

WORKSHOP MEETING MINUTES

January 11, 2016

The Workshop Meeting of the Lehigh County Authority was called to order at 12:20 p.m., on Monday, January 11, 2016, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Tom Muller, Richard Bohner, Norma Cusick, and Scott Bieber. Deana Zosky was on the conference phone. Authority Staff present were Liesel Gross, Brad Landon, Frank Leist, Pat Mandes, John Parsons, Robert Kerchusky, Chuck Volk, and Lisa Miller.

Chairman Nagle noted that we received a Thank You note from Aurel Arndt regarding his retirement.

Chairman Nagle stated that LCA received a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for its Comprehensive Annual Financial Report for the Fiscal Year ended December 31, 2014.

REVIEW OF AGENDA

Liesel Gross stated that she would like to discuss the 2016 Goals at the end of the Action/Discussion items.

EXECUTIVE SESSION

Liesel Gross stated there would be an Executive Session immediately following the regular agenda items to discuss potential litigation.

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

Board Norms

Liesel Gross provided the updated Norms for clarification based on questions and comments from the Board discussion at the December 14, 2015 meeting.

On a motion by Tom Muller, seconded by Richard Bohner, the Board unanimously approved the Board Norms as amended (7-0).

Bonding Issue

Ed Klein researched LCA's bonding for Authority Staff and others who have financial authorization. He found that two specific Board positions, the Treasurer and Assistant Treasurer, are bonded for \$250,000.00 each. LCA has a criminal policy that covers all Authority employees for \$250,000.00. Ed explained that LCA is covered under this policy whether the act is criminal or not. However, some wire transactions exceed \$250,000.00 in value; therefore, the Authority's policies have been amended to increase the coverage limit to \$500,000.00 for wire transfers.

2016 Board Meeting schedule

Liesel Gross suggested that the Board may want to discuss this when there is a full Board present. The Board wanted to approve the 2016 schedule and adjust it as necessary in the future.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board unanimously approved the 2016 Meeting schedule (7-0).

Chairman Nagle said that this issue will be revisited by the Board at a later date.

2016 Goals

Liesel Gross stated that she will explain what the goal setting process is and what the priorities are for 2016. She presented a PowerPoint presentation to review and discuss these goals with the Board. The topics discussed were LCA's strengths, weaknesses, opportunities, and threats. The goals for 2016 are Financial Health, Asset Management, Environmental/Regional Leadership, and Organizational Development. Discussion followed, and Liesel Gross explained that additional plans and details will be provided for additional discussion at a future Board meeting.

SYSTEM OPERATIONS OVERVIEW

None.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

None.

OTHER COMMENTS

None.

EXECUTIVE SESSION

The Chairman called for an Executive Session at 1:39 p.m. to discuss potential litigation.

The session ended at 1:40 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 1:40 p.m.

Richard H. Bohner
Secretary