1. BET TNW Strategic Planning Comm. Meeting Agenda
   Documents:
   BET_TNW_STRATEGIC_PLANNING_COMM_AGENDA_10-29-18.PDF

2. SUB TO APP BET TNW Strategic Planning Comm. Minutes
   Documents:
   SUB_TO_APP_BET_TNW_STRATEGIC_PLANNING_COMM_MINUTES_10-29-18.PDF

3. APPROVED BET TNW Strategic Planning Comm. Meeting Minutes
   Documents:
   APPROVED_BET_TNW_STRATEGIC_PLANNING_COMM_MTG_MINUTES_10-29-18.PDF
AGENDA

1. Approval of the BET Nathaniel Witherell Strategic Planning Committee Meeting Minutes:
   - October 10, 2018
   - October 16, 2018 - Working Session

2. Update/review Contract # 6668 Town of Greenwich and Health Dimensions Group (HDG)

3. Update/review personal services Contract # 6740 Town of Greenwich and PKF O’Connor Davies
   - Presentation by Thomas Marien, Partner PKF O’Connor Davies

4. Continue discussion of the Nathaniel Witherell Business Models suggested by the Committee Report

5. Future Committee Meeting Schedule

6. Adjournment
The meeting was called to order at 9:30 A.M.

1. Approval of the BET Nathaniel Witherell Strategic Planning Committee Meeting Minutes:

   Upon a motion duly made by Mr. Ramer, seconded by Mr. Duus, the Committee voted 3-0-0 to approve the Minutes of the October 10, 2018 Meeting as amended.

   Approval of the BET Nathaniel Witherell Strategic Planning Committee Working Group Meeting Minutes:

   Upon a motion duly made by Mr. Ramer, seconded by Mr. Duus, the Committee voted 3-0-0 to approve the Minutes of the October 16, 2018 Meeting as amended.

2. Update/review Contract #6668 Town of Greenwich and Health Dimensions Group (HDG)
   - Mr. Duus reported agreement with the HDG list of comparable institutions for the report. He indicated that a date for HDG’s final report cannot be set until the Committee delivers the financials from Accounting Review Contract #6740 to integrate that into HDG’s Operations Review. HDG suggested that they were flexible about the end date of the contract, however Mr. Norton asked Mr. Duus to confirm that the extension would be at “no additional charge”. Mr. Marien updated the Committee on the progress of the preparing the financial reports to be integrated into HDG’s Operations report and anticipated it would be ready for the Committee’s next meeting. He indicated that preparation of the financials required reconciling ADP payroll records and Munis reports of the classifications of personnel hours reported in Medicare cost reports. Ms. Hess proposed future on-site training of TNW staff to understand that the correlation of data entry between the ADP and Munis payroll reporting systems.

3. Update/review personnel services Contract #6740 Town of Greenwich and PKF O’Connor Davies
   - Presentation by Thomas Marien, Partner PKF O’Connor Davies
Mr. Marien reported progress reconciling GASB and FASB report formatting but asked the Committee on how municipal and non-profit issues such as encumbrances, inactive accounts, bad debt write-offs, credit balances, employee pensions and Town In-Kind services were to be treated. He recommended methodology to eliminate distortions created in previous TNW fiscal years from a State Wage & Benefit Entitlement contribution and fluctuations in the Medicaid reimbursement rate. Mr. Marien was asked to clarify the resolution of the distortion issue with a report showing “ins and outs”.

Mr. Marien commented that he anticipated that both a draft report with footnotes and the “job costing” survey for use by HDG would be ready for the Committee’s November 5 meeting.

4. Continue discussion of the Nathaniel Witherell Business Models suggested in the Committee Report
   - Mr. Drake asked if the Operations Sub-Committee was authorized to incur the cost of pension census research by the Town’s actuary, Mr. Stump, Boomershine Consulting. Mr. Mynarski responded that the authority rested with the Committee.

   - Mr. Duus would ask HDG for a DRAFT of their report for presentation to the Committee for its November 14 meeting.

5. Future Committee & Sub-Committee Meeting Schedule
   - November 5, 2018, at 3:30 PM Mazza Room
   - November 14, 2018 at 10:30 AM Parks & Rec Conference Room

Adjournment

The Committee voted unanimously to adjourn at 11:53 A.M.

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Catherine Sidor, Recording Secretary

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Arthur D. Norton, Chairman
MINUTES – Working Session - Monday, October 29, 2018, 9:30 A.M.

Committee: Arthur D. Norton, Chair; William Drake, Andreas Duus, Jeffrey Ramer, Nancy Weissler

BET: Debra Hess

Staff: Peter Mynarski, Comptroller

Guest: Tom Marien, PKF O’Connor Davies

The meeting was called to order at 9:30 A.M.

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created in previous TNW fiscal years from a State Wage & Benefit Entitlement contribution and fluctuations in the Medicaid reimbursement rate. Mr. Marien was asked to clarify the resolution of the distortion issue with a report showing "ins and outs".

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Adjournment

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Catherine Sidor, Recording Secretary

Arthur D. Norton, Chairman