

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
NATHANIEL WITHERELL STRATEGIC PLANNING COMMITTEE
MINUTES – Mazza Conference Room

Tuesday, February 12, 2019

Committee: Arthur D. Norton, Chair; William Drake, Andreas Duus, Elizabeth K. Krumeich, Nancy Weissler

BET: Jill Oberlander, BET Chair; Leslie Tarkington

Staff: Peter Mynarski, Comptroller

The meeting was called to order at 11:15 A.M.

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

Upon a motion by Mr. Ramer, seconded by Ms. Krumeich, the Committee voted 4-0-0 to approve the proposed amendments to the Minutes of its January 23, 2018 Meeting.

Upon a motion by Ms. Krumeich, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the Minutes of its January 23, 2019 Meeting as amended.

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

Mr. Duus commented that corrections were needed to the HR information in HDG's report and that Mr. Cava, Ms. Krumeich, Ms. Pepe had commented that the description of the Town's Defined Benefit and Pension plans needs to be expanded. Mr. Norton asked Mr. Duus to forward a copy of the redline changes to HDG's report to himself and to Ms. Krumeich. Mr. Duus remarked that he would acknowledge the receipt of HDG's 25-slide Presentation and asked Ms. Weissler and Ms. Krumeich for their comments, recommendations and suggestions for discussion at the Committee's next meeting. After the meeting, a revised draft would be sent to HDG for their review and presentation to the joint meeting on March 18, 2019 of the BET and The Nathaniel Witherell Board of Directors.

3. Update/review personal services Contract #6740 Town of Greenwich and PKF O'Connor Davies

Mr. Drake reported that the PKF O'Connor Davies presentation draft will include footnotes of the debits and credits reconciling The Nathaniel Witherell financials from GASB to FASB. The Committee agreed that the report was a road map for future reproducible reports, however it lacked:

- The Summary of Accounting Problems
- The RFP's deliverable specifications
- Recommendations such as a list of:
 - Internal controls as guidelines for the future

- Recognition of the Town's fund advances, cash contributions and in-kind services
- Pension liability
- Profit center labor cost analysis for comparison to comparable nursing homes

4. Labor Cost Analysis Discussion

Ms. Weissler and Ms. Krumeich will consolidate the Labor Sub-Committee report and ensure that it expresses Mr. Cava's concern for TNW's viability and sustainability. The consolidated report will be ready after the Committee's discussion and vote on February 21, 2019 to accommodate the union negotiation schedule.

5. Next Steps

- Outreach to the Community – Ms. Oberlander suggested that only the analysis be shared with the community until the BET has an opportunity to review HDG's recommendations after the March 18, 2019 presentation.
- The Committee discussed next steps:
 - Mr. Duus to return a revised draft to HDG for its slide preparation
 - A joint meeting of the BET and Board of Directors of Nathaniel Witherell be scheduled for March 18, 2019 at 5:00 P.M.
 - An invitation will be extended to RTM Committee Chairs and District Chairs to attend the Joint Meeting
 - TNW Strategic Planning Committee will deliver a summary of its recommendations to the BET after March 18 but before the BET's April 22, 2019 meeting

6. Schedule of Future Meetings

February 21, 2019 2:15 P.M.

March 5, 2019 9:30 A.M.

March 18, 2019 2:30 P.M. Meeting with HDG

March 18, 2019 5:00 P.M. Joint BET & Board of Directors TNW

6. Adjournment

The Committee voted unanimously to adjourn at 12:22 P.M.

Catherine Sidor, Recording Secretary

Arthur D. Norton, Chairman