

TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
NATHANIEL WITHERELL STRATEGIC PLANNING COMMITTEE  
Mazza Conference Room, Town Hall

MINUTES - Monday, July 9, 2018, 9:00 A.M.

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

Staff: Charles Zsebik, Director, Purchasing Department

BET: Jill K. Oberlander, Chair; Debra Hess

The meeting was called to order at 9:04 A.M.

**1. Approval of the BET Nathaniel Witherell Strategic Planning Committee Meeting Minutes: May 16, 2018**

Upon a motion duly made by Mr. Ramer, seconded by Mr. Duus, the Committee voted 3-0-0 to approve the Minutes of the May 16, 2018 Meeting. (Delayed arrival: Drake)

Upon a motion duly made by Mr. Ramer, seconded by Mr. Duus, the Committee voted 3-0-0 to change the order of business. (Delayed arrival: Drake)

**3. 5 Year Financial Projects RFP 7405 Review**

**Report of TNW Financial Statements under GAAP** - Ms. Hess provided an overview of TNW historical financial records, practices and governance as contextual information for the Committee's consideration of the implementation of the RFP 7405 Financial Project. She described the challenge of reconciling GASB and FASB with GAAP regulations. Not wishing to prejudice the approach that PKF O'Connor Davies, LLP Consultants pursue, the Committee deliberated how much additional data validation of FY2016-2017 should be undertaken to support the project's objective of cost analysis without influencing the consultants' methodology. During the discussion, the Committee offered suggestions for inclusion and deletion of information in the Financial Statement prepared for the consultants by Ms. Hess, reviewed a list of "open items" and her recommendations. The project contract is expected to be signed next week.

Ms. Hess noted that the financial data was not verified and that data integrity and completeness could benefit from performing additional procedures. Ms. Hess discussed with the Committee pursuing obtaining the additional informational including a potential site-visit. She also suggested a review of the process for recording to the general ledger system, MUNIS, which could be done in a way to facilitate and simplify the regulatory reports

Ms. Weissler and Ms. Krumeich reported what they learned from their conversation with Michael Handler, Chief Administrator of the City of Stamford, on Stamford's Smith House

transition from municipal town departmental management to professional commercial healthcare industry management.

## 2. Completion – Consultant RFP 7404

Mr. Zsebik advised the Committee that the legal department had completed its review of insurance coverage. He indicated that the next step was for Mr. Gieger to sign the contract for TOG. Mr. Duus and Mr. Ramer, the **RFP 7404** Sub-Committee members, would communicate with HDG regarding a start date for the operations consulting project.

Mr. Zsebik commented that the contract for **RFP 7405** would be send to PKF O'Connor Davies, LLP Consultants and he expected it would be signed and returned within 2-3 business days. He noted that the Legal Department would then review the returned signed contract prior to sending it to Mr. Gieger for TOG's signature.

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

The Committee resumed discussion of the need for collaboration on the amount of input needed to establish baseline data integrity. It was emphasized that the temporary interruption of TNW Business Department's work would be offset with the enhanced efficiency that would gained from MUNIS training.

## 5. 2018 Meeting Schedule

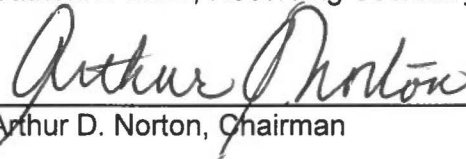
- o August 8, 2018 at 3:00 P.M

## 6. Adjournment

The Committee voted unanimously to adjourn at 11:28 A.M.



Catherine Sidor, Recording Secretary



Arthur D. Norton, Chairman