

Minutes of the
BI-STATE REGIONAL COMMISSION
FINANCE & PERSONNEL COMMITTEE

Wednesday, December 12, 2018 – 8:00 a.m.
Bi-State Regional Commission
Third Floor Conference Room 320
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Chair –O’Boyle, Earnhardt, Mendenhall, Sherwin, Stoermer, Thoms
Tompkins, Waldron

MEMBERS ABSENT: Callaway-Thompson, Mather

STAFF PRESENT: Bulat, Connors, Moritz

OTHERS PRESENT: Sarah Bohnsack and Mia Frommelt, Bohnsack & Frommelt, LLP

1. Approval of the Minutes of the August 22, 2018 Meeting. Mr. Stoermer moved approval of the minutes of the August 22, 2018 Finance and Personnel Committee meeting as written and mailed. Ms. Sherwin seconded the motion, and it passed unanimously.
2. Review and Consideration of a Recommendation to the Full Commission Regarding the Financial and Compliance Report for the Year Ending 6/30/18 for the Bi-State Regional Commission. Ms. Moritz introduced Sarah Bohnsack and Mia Frommelt of Bohnsack & Frommelt, LLP. Ms. Bohnsack stated three audits were performed. A financial statement audit, Government Auditing Standards for internal controls audit, and a Federal Uniform Guidance Audit. All audits were unmodified opinions with Bi-State complying with all laws, regulations, contracts, and grants with no questioned costs or reportable conditions. The Economic Adjustment Assistance Programs were tested this year. Ms. Bohnsack reviewed the Financial and Compliance Report stating there were no significant deficiencies or material weaknesses to report.

Ms. Mendenhall moved recommendation to the full Commission acceptance of the FY18 Financial and Compliance Report as presented. Ms. Sherwin seconded the motion, and it passed unanimously.

3. Discussion of Executive Director Evaluation and Consideration of Recommendation to Full Commission Regarding Renewal of the Director’s Annual Employment Agreement. Chair O’Boyle informed the committee that Ms. Earnhardt, the Commission’s Chair, will be presenting the Executive Director’s evaluation results. Ms. Bulat had been provided an update with the evaluation information on the past year key activities.

Chair O’Boyle excused Ms. Bulat. Ms. Mendenhall moved the Finance and Personnel Committee go into closed session to discuss a personnel matter, the annual evaluation of Executive Director, Denise Bulat. Mr. Thoms seconded the motion, and the motion passed unanimously. After discussion by Finance and Personnel Committee members, Chair

O'Boyle summoned Ms. Bulat back into the meeting. Ms. Sherwin moved the Finance and Personnel Committee open the meeting. Ms. Mendenhall seconded the motion, and it passed unanimously.

Mr. Stoermer moved the Finance and Personnel Committee recommend to the full Commission renewal of the annual employment contract with Executive Director Bulat for another year with a 2% merit increase effective November 1, 2018 with continued wage adjustment increases as budgeted, and to continue personal development and attend trainings to benefit the organization and the region. Ms. Sherwin seconded the motion, and it passed unanimously.

4. Other Business. There was no other business.
5. Adjournment. The meeting adjourned at 8:50 a.m.