MANAGEMENT COMMITTEE 2015 WORK PLAN

Management Committee Charter:

The purpose of the Management Committee is to provide accountability for financial and other resources.

The Management Committee ensures accountability for use of financial and other resources and addresses issues regarding budget review, financial monitoring, personnel policy, labor agreements, bond authority and insurance.

Administrative

Management Committee Workplan

Admistrative Policy Revisions:

- Amend Policy 1-2 Environmental Sustainability Bus Item 2015-004
- Amend Policy 4-10 Disability Management Bus Item 2015-37
- Adopt Policy 3-10 Real Estate Bus Item 2015-26
- Approval of changes to the MC Policy, 4-1-1 Data Practices 2015-84

1st Qtr						2nd Qtr						3rd Qtr							4th Qtr							
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Tentative Plan Schedule

<u>Budget</u>

Carryforward and Quarterly Operating and Capital Budget Amendments

- Bus Item 2015-31 Unified Budget Amendment Carryforward
- Bus Item 2015-65 Unified Budget Amendment 1st Qtr
- Bus Item 2015-111- Unified Budget Amendment 2nd Qtr
- Bus Item 2015-145 SW Unified Budget Amendment 2nd Qtr
- Bus Item 2015-xx Unified Budget Amendment 3rd Qtr
- Bus Item 2015-xx Unified Budget Amendment 4th Qtr

2015 Preliminary Operating Budget, Capital Plan, & Levies

- 2015 Operating Budget Development Regional Administration
- Council Adopts Preliminary Budget & Levies (maximum)
- Council Adopts Public Hearing Draft
- Council Adopts Final Budget

State Budget/Forecast Briefing (February/November Forecast, End of Session)

Preliminary 2015 Draft 2 of 4

Management Committee 4th Quarter Financial Report



	Tentative Plan Schedule																				
		1st Qtr					2nd Qtr							3rd			4th Qtr				
Finance Investments Bald	J	J	F	F	M	М	Α	Α	М	M	J .	J J	J	Α	Α :	<u>S</u>	0	0	N N	N D	D
Finance - Investments - Debt																					
Financial Reports - Operating Funds						Χ															
Quarterly Investment Review Committee Report																					
GO Bond Parameters Resolution - Bus Item 2015-98											X										
- Results of Sale - GO WW Bonds, GO Transit, GO Parks																					
PFA Loan Agreement - Bus Item 2015-xx																					
Central Corridor Light Rail - Cash Flow Update																					
Annual Affirm of Transaction Based Financial Contracts - Bus Item 2015-xx																					
Authorized Financial Institutions - Annual review - Bus Item 2015-xx																					
Southwest Corridor Light Rail Transit Cash Flo Financing Plan											X										
Human Resources - Labor Relations																					
Update: Labor Strategy & Parameters								Χ			X										
Quartery Self-Insurance Report								Χ			X										
Annual Workforce Statistics/Planning/Building Diversity								Χ													
Employee Health and Wellness Info Update																					
Workplace Violence Prepardeness Info Update											X										
Urban Scholars/Fellowship/Internship Program											X										
2015 Salary Adjustments for RA and General Counsel 2015-4	X																				
Authorization to Enter into and Agreement with HealthPartners 2015-112										Χ											
Regional Administrator Salary 2015-148											X										
Labor Agreements:																					
Labor Agreement - AFSCME (exp. 12/31/15) - Bus Item 2015-xx																					
Labor Agreement - ATU (exp. 7/31/15) - Bus Item 2015-xx																					
Labor Agreement - Electricians (exp. 4/30/15) - Bus Item - 2015-xx																					
Labor Agreement - Machinists (exp. 12/31/15) -Bus Item 2015-xx																					
Labor Agreement - MANA (exp. 12/31/15) - Bus Item 2015-xx																					
Labor Agreement - Oper Engineers (exp. 12/31/14) - Bus Item 2015-44					Χ																

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Labor Agreement - Painters (exp. 4/30/15) - Bus Item 2015-xx

Labor Agreement - Pipefitters (exp. 4/30/16) -

Labor Agreement - Police FT-Teamsters (exp. 12/31/15) - Bus Item 2015-xx

Labor Agreement - Police PT - LELS 192 (exp. 12/31/15) - Bus Item 2015-xx

Labor Agreement - Police Adm/Supv LELS 203 (exp. 12/31/14) - Bus Item 2015-xx

Labor Agreement - TMSA (exp. 12/31/15) - Bus Item 2015-xx

Non-Rep Plan changes - Bus Items 2015-xx

Non-Rep Plan changes - Bus Items 2015-xx

Tantativa Plan Schodula

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1st Qtr						2nd Qtr						3rd Qtr							4th Qtr							
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<u>Procurement</u>

Quarterly Procurement Report

Annual Sole Source Hardware/Software Maint Services - Bus Item 2015-xx

DBE Goals -- FTA Triennial goal - Bus Item 2015-xx

DBE Goal - Results

Contracting Inititiaves Info update

Procurement Contracts (> \$500,000):

Bus Item 2015-24 - Award Temp Employee Svcs Contract

Authorization to Negotiate a Lease for Office Space 2015-104

Authorization to amend HealthPartners services agreement to include build-out and administration of an on-site clinic 2015-112

Authorization to Enter into a Three Year Microsoft Enterprise License and Support Agreement - 2015-74

Contract Amendment for Basic and Supplemental Life Insurance - 2015-83

Risk

Renew Council Rail Insurance - Bus Item 2015-96

Renew Council Property Insurance - Bus Item 2015-97

Annual Risk Management Claims/Liability Statistics

Risk Management/Litigation updates

COOP - Continuity of Operations Quarterly Update

Data Practices info update

Other Reports

Pcards/Payments Statistics & initiatives info update

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Enterprise Content Management info update Performance Reporting		X		
	Information	Action	Council	_