

MANAGEMENT COMMITTEE

2012 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.

Tentative Plan Schedule

	1st Qtr				2nd Qtr				3rd Qtr				4th Qtr											
	J	J	F	F	M	M	A	A	M	M	J	J	J	J	A	A	S	S	O	O	N	N	D	D
<u>Administrative</u>																								
Management Committee Workplan																								
Resolutions Setting Council & Comm Mtg Dates and Auth Closed Mtgs																								
Administrative Policy Revisions																								
<u>Budget</u>																								
Carryforward and Quarterly Operating and Capital Budget Amendments																								
2013 Operating Budget Development																								
State Forecast Briefing (February and November Forecasts)																								
State Budget Briefing (End of Session)																								
Metropolitan Sports Facilities Commission Budget																								
<u>Finance - Investments - Debt</u>																								
Quarterly Financial Reports - Operating Funds																								
Investment Review Committee Report																								
GO Bond Parameters Resolution and Results of Sale																								
PFA Loan Issuance																								
GANS Parameters Resolution and Results of Sale																								
Central Corridor Light Rail - Quarterly Cash Flow																								
Policy Revision: 3-1-3: Funding Other Post Employment Benefits																								
Other Post Employment Benefits - Results of Actuarial Valuation																								
Annual Affirmation of Transaction Based Financial Contracts																								
Authorized Financial Institutions - Annual review																								
Banking Services - Award Contract																								

Tentative Plan Schedule

Human Resources - Labor Relations

- Update: Labor Strategy & Compensation Plan
- Update: Health Insurance Strategy & Options
- Labor Agreements:
 - Labor Agreement - AFSCME (exp. 12/31/2011)
 - Labor Agreement - ATU (exp. 7/31/2012)
 - Labor Agreement - Machinists (exp. 12/31/2011)
 - Labor Agreement - MANA
 - Labor Agreement - Operating Engineers (exp. 12/31/2012)
 - Labor Agreement - Painters (exp. 4/30/2012)
 - Labor Agreement - Police FT (exp. 12/31/2012)
 - Labor Agreement - Police PT (exp. 12/31/2012)
 - Labor Agreement - Police Admin/Supv (exp. 12/31/2011)
 - Labor Agreement - TMSA (exp. 12/31/2010)
- Non-Rep Plan changes
- Annual Workforce Statistics

Legal

- Legal Agreements/Strategy/Business Items
- Update: Contracts with Outside Legal Counsel

Procurement

- Quarterly Procurement Report
- Annual Sole Source Procurement for Hardware/Software Maint Services
- Procurement Contracts - Various

Risk

- Renew Council Property Insurance
- Various Insurance Renewal
- Annual Risk Management Claims/Liability Statistics
- COOP - Continuity of Operations Quarterly Update

1st Qtr				2nd Qtr				3rd Qtr				4th Qtr											
J	J	F	F	M	M	A	A	M	M	J	J	J	J	A	A	S	S	O	O	N	N	D	D

