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MEMO

To: Board of Trustees
From: Nick Williams, Risk Management Committee Staff Liaison
Date: June 4, 2024
Re: Risk Management Committee Update

The Risk Management Committee met on June 4th.

At the June 4th meeting the Committee began its review of the Foundation's employee handbook. Staff is working with the Foundation's external HR Consultant, Linda Strauss, who did the initial review of the handbook for updates related to changes in federal and state regulations as well as best practice recommendations. These suggested edits were reviewed by the Risk Management Committee at their meeting.

The Committee reviewed the suggested edits, making additional suggestions and asking for additional information on several sections. Staff will be reviewing these at a later date. The Committee has a goal of formalizing the updates to the handbook in the fourth quarter.