

# GOLDEN STATE

## RISK MANAGEMENT AUTHORITY

*Innovative programs, personalized service*

### BOARD OF DIRECTORS MEETING MINUTES

**September 10, 2008**

Board President Keith Hansen called the regular Board meeting of the Golden State Risk Management Authority to order at 6:00 PM.

#### **1. WELCOME AND INTRODUCTIONS:**

#### **2. ROLL CALL:**

Directors present:

President Keith Hansen, Bill Boone, Reggie Olney, Sandy Cabral, and Eugene Kauffman.

Absent:

Vice President Tom McGowan and John Santi.

Also present:

Risk Manager Scott Schimke, Safety Officer Mark Marshall (left at 6:35 to attend Fire Chiefs' meeting), Member Services Director Dan Berry, Finance Director Rick Krepelka, Secretary Cynthia Connelly, and GSRMA Counsel Gary Krup.

#### **3. UNSCHEDULED MATTERS:**

The Risk Manager, Scott Schimke, reviewed the following items with the Board. The Board took no action.

- EIA Liability/Property and Workers' Compensation application renewals for 2009/2010.
- Status of bringing records into compliance with GSRMA Records Retention Policy.
- Status of the West wing renovation.
- Birth of Alina Hope Berry on August 26, 2008. Congratulations to Dan Berry, Member Services Officer.

#### **4. CONSENT AGENDA:**

Bill Boone made a motion to approve the minutes of the July 9, 2008 meeting. Sandy Cabral seconded the motion and it passed unanimously.

## **5. FINANCE MATTERS:**

- a-c) Finance Director Rick Krepelka presented the disbursements made between July 10 and September 10, 2008 for approval, claims payments made in July and August 2008 for ratification, and financial reports.
- Board Member Sandy Cabral made a motion to approve the current bills as presented. Eugene Kauffman seconded the motion and it passed unanimously.
  - Reggie Olney made a motion to ratify the claim payments as presented. Bill Boone seconded the motion and it passed unanimously.
  - Upon motion by Bill Boone and second by Eugene Kauffman, the financial reports were unanimously accepted as presented.
- d) The Finance Director presented the list of delinquent entities to the Board and advised of the status of each. Currently delinquent are Elk Grove-Rancho Cordova-El Dorado Connector Authority, Glenn-Colusa Fire District, and North Central Counties Consortium. We are in constant contact to collect their premium contributions. No action was taken by the Board.
- e) Finance Director Rick Krepelka proposed to the Board that GSRMA enter into a business relationship with Tri-Counties Bank in order to participate in the CDARS program. Reggie Olney made a motion that the Finance Director move forward to secure the relationship. Sandy Cabral seconded the motion, which passed by unanimous vote.

## **6. LOSS PREVENTION:**

- a) Safety Officer Mark Marshall reviewed applications for the Loss Prevention Subsidy Fund (LPSF). No action was taken by the Board.
- b) Safety Officer Mark Marshall provided the Board with a detailed list of all trainings and site visits completed since the last Board meeting. He advised the Board of future trainings, meetings, and visits. No action was taken by the Board.

## **7. MEMBER SERVICES REPORTS:**

- a) Member Services Director Dan Berry updated the Board as to all new and prospective members. No action was taken by the Board.
- b) Member Services Director Dan Berry updated the Board on the status of the MemberLink program. No action was taken by the Board.
- c) Member Services Director Dan Berry reminded the Board of the upcoming GSRMA Annual Training. No action was taken by the Board.
- d) Member Services Director Dan Berry presented the Board with the Accreditation guidelines as finalized by the Best Practices committee. He recommended that the Board adopt said document. The committee advised that several cemeteries plan to apply for accreditation by January

1, 2009. A motion to accept the Accreditation guidelines as presented was made by Reggie Olney and Bill Boone seconded the motion. The motion passed unanimously.

## **8. ADMINISTRATIVE REPORTS:**

### a) Old Business:

- Risk Manager Scott Schimke discussed with the Board the steps to review, update and amend the GSRMA Joint Powers Agreement and the length of time necessary to complete the project. Bill Boone made a motion to proceed into the process of reviewing, updating and amending the GSRMA Joint Powers Agreement. The motion passed by unanimous vote following a second by Eugene Kauffman.

### b) New Business:

- None.

## **9. FUTURE MEETINGS:**

Future meetings will be held at the Golden State Risk Management Authority offices, located at 247 West Sycamore Street, Willows, California. The next three meeting dates are:

- November 19, 2008 (*Note date change*)
- January 14, 2009
- March 11, 2009

## **10. CLAIMS REPORTS:**

### Current Claims:

The Risk Manager advised the Board that we continue to adjust all losses incurred by the membership.

### Closed Session (Pending Litigation):

Pursuant to Government Code Section 54956.9(a) the Board of Directors of the Golden State Risk Management Authority met in closed session. The Board went into closed session at 7:16 PM and adjourned at 7:40 PM.

## **11. ADJOURNMENT:**

The Board meeting adjourned at 7:41 PM.