

**BOARD OF DIRECTORS
MEETING MINUTES
July 11, 2018**

Board President Viegas 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:

John Viegas, James "Buck" Ward, Rick Beale, Andy Roberts

Directors joined via WebEx:

Doug Turner

Directors Absent:

Sarbdeep Atwal, Keith Corum

Also present:

Executive Director Scott Schimke, Counsel Gary Krup, Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Safety Officer Mark Marshall, Administrative Assistant Sam Taylor and Loss Prevention/Safety Specialist Steve Wood.

3. UNSCHEDULED MATTERS:

No unscheduled matters were discussed.

4. CONSENT AGENDA:

a) May 9, 2018 meeting minutes

Executive Director Schimke reviewed the May 9, 2018, meeting minutes.

A motion to approve the May 9, 2018, meeting minutes was moved by Board Member Ward and seconded by Board Member Roberts. The motion carried by the following roll call vote:

Ayes:	Board Members Viegas, Ward, Roberts, Beale, Turner
Noes:	None
Absent:	Corum, Atwal

5. INFORMATION – REPORTS:

a) Member Services/Loss Prevention

Assistant Risk Manager Peters updated the Board on the following items:

- Introduction of new Loss Prevention/Safety Specialist Steven Wood.
- LPSF 17/18 fiscal year-end review.
- Member visits and training programs since May 9, 2018 Board meeting.
- GSRMA's 14th Annual Conference will be held October 18/19, 2018 at Rolling Hills Casino. Training schedule and registration soon to follow.
- HR Hotline summaries breakdown for year-end 2017/18.
- TargetSolutions Utilization year-end Report for 2017-18.
- 2019/20 Member Notice of Intent to withdraw
- Membership status update.

No action was taken by the Board

b) Claims

Executive Director Scott Schimke updated the Board on the following:

- Medata fiscal year-end cost savings.
- Express Scripts fiscal year-end cost savings.
- Update on workers' compensation claim issue at the City of Crescent City and positive results of visit by Claims Manager, Claims Examiner and Asst. Risk Manager.

No action was taken by the Board

c) Executive Director

Executive Director Schimke updated the Board on the following items:

- CAJPA Conference: September 11-14, 2018 in South Lake Tahoe.
- CSAC-EIA Eagle Award to Jennifer Peters re: New Board Member Orientation Binder

No action was taken by the Board

d) Board Comments:

Andy Roberts requested additional information for TargetSolutions trainings. Board Members commented on the New Board Member Orientation binder and congratulated Jennifer on her award.

6. FINANCE REPORTS:

a) Current bills for payment approval, claims payment accounts transaction summaries, and financial reports.

Chief Operations Officer Krepelka reviewed with the Board the disbursements made between April 1, 2018 through May 31, 2018 for approval; claims payments made April 1, 2018 through May 31, 2018 for ratification; and financial reports through May 31, 2018.

A motion to approve the financial reports as presented was moved by Board Member Beale and seconded by Board Member Ward. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Roberts, Beale, Turner

Noes: None
Absent: Corum, Atwal

b) Approval of Revised 2018/19 Budget.

Chief Operations Officer Krepelka reviewed with the Board the revisions of the budget since May 9, 2018.

A motion to approve the amended budget as presented was moved by Board Member Ward and seconded by Board Member Roberts. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Roberts, Beale, Turner
Noes: None
Absent: Corum, Atwal

7. GSRMA MEMBERSHIP:

a) Revocation of pool membership for Butte City Community Services District.

Assistant Risk Manager Jennifer Peters updated the Board on the status of this district. She reported that the member is continuing to improve and reporting back to GSRMA with updates. Director Viegas reported that the County is also keeping in close contact with this member noticing continued improvement. The Board directed that this item be brought back to the next meeting for review and potential action.

No action was taken by the Board

8. ADMINISTRATION:

a) 2018/19 Risk Management Accreditation Program (RMAP) awards

Assistant Risk Manager Peters updated the Board on member accreditation awards and provided pictures of said presentations. The Loss Prevention Department is recommending revising the application process to require a meeting with the member prior to completion. They also recommend participants to enter a drawing for paid registration to the PARMA conference.

A motion to approve the modifications to the 2018/19 RMAP Program was moved by Board Member Roberts and seconded by Board Member Turner. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Beale, Roberts, Turner
Noes: None
Absent: Atwal, Corum

b) GSRMA Board Member Election Timeline – 2019 Vacancies

Executive Director Schimke presented to the Board the new GSRMA 2018/19 Board Member Election Timeline for the upcoming vacancies that will occur for fire and special districts representatives.

A motion to approve the 2018/19 GSRMA Board Member Election Timeline was moved by Board Member Turner and seconded by Board Member Ward. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Turner, Roberts, Beale
Noes: None
Absent: Atwal, Corum

c) Resolution 2018-03 to amend GSRMA bylaws relating to the election process

Executive Director Schimke reviewed with the Board the recommended changes to the Bylaws, Article III, Governing Board, Paragraph (B) 2. to include the appointment of a Representative and an Alternate in the event the Representative Member withdraws or resigns. Should the Representative not be able to attend the meetings, the Alternate can attend. If the Member withdraws from GSRMA, the GSRMA Board will obtain a new director and notify members of the change.

A motion to approve the amended Bylaws as related to the election process was moved by Board Member Roberts and seconded by Board Member Beale. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Roberts, Beale, Turner
Noes: None
Absent: Atwal, Corum

d) Strategic Planning Session 2018/19

Executive Director Schimke reviewed with the Board GSRMA's Strategic Plan for 2018/19. Mr. Schimke discussed each of the following main focus areas in detail:

Major Focus Areas

- Contribution Process Revision
- Practical use of Analytics
- Enhance Member Experience
- Responding to Specific Risks

A motion to approve the Strategic Plan for 2018/19 was moved by Board Member Ward and seconded by Board member Turner. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Turner, Roberts, Ward, Beale
Noes: None
Absent: Atwal, Corum

9. FUTURE MEETINGS:

- September 19, 2018 (due to CAJPA conference)
- November T.B.D.
- January 11, 2019

10. CLAIMS REPORTS:

a) Current Claims

Executive Director Schimke reported on the Visalia bond loss and advised the board. He also advised the Board of a new bond loss involving Tehachapi Cemetery District.

b) Closed Session (Pending Litigation):

Pursuant to Government Code §§54954.9(a) and 54956.95, the Board of Directors of the Golden State Risk Management Authority did not meet in closed session.

c) Reconvene to Open Session

Nothing to report.

d) Report any action taken during Closed Session

The Board gave specific direction to the Executive Director.

11. ADJOURNMENT:

The Board meeting adjourned at 7:40 PM.