

**BOARD OF DIRECTORS  
MEETING MINUTES  
March 09, 2016**

Board President Viegas called the regular Board meeting of the Golden State Risk Management Authority to order at 6:13 PM.

**1. WELCOME AND INTRODUCTIONS:**

**2. ROLL CALL:**

Directors present:

Charles Gee, John Viegas, Keith Corum, Kim Vann, Michael Karle, Michael Schaeffer and George Ouzounian (via webex/telephonic)

Directors joined via phone:

Also present:

Executive Director Scott Schimke, General Counsel Gary Krup and Counsel Bob Hunt. Leaving at 7:26 PM: John Alltop, FCAS, MAAA President, Consulting Bickmore. Leaving at 7:55 PM: Operations Manager Cathy Mudd, Finance/HR Manager Patti Powers, Chief Operating Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Safety Officer Mark Marshall, and Employee Benefits Specialist Naomi Whatley.

**3. UNSCHEDULED MATTERS**

No unscheduled matters were discussed.

**4. CONSENT AGENDA:**

Executive Director Schimke reviewed the consent agenda including the January 13, 2016 meeting minutes.

A motion to approve the consent agenda as presented was moved by Board Member Gee and seconded by Board Member Ouzounian. The motion carried by the following rollcall vote:

Ayes: Board Members Viegas, Gee, Corum, Karle, Ouzounian, Schaeffer and Vann  
Noes: None  
Absent: None

## 5. INFORMATION – REPORTS:

### a) Member Services/Loss Prevention

Assistant Risk Manager Peters provided updates on GSRMA's staff member visits, the Loss Prevention Subsidy Fund balance, upcoming CAPC Annual Conference to be held March 16-19, 2016 in Seaside, CA and the upcoming PCA annual meeting to be held on August 25, 2016 in Rancho Cordova, CA. Mrs. Peters shared with the Board the date and guest speaker, Randy Anderson, for the upcoming GSRMA annual training to be held October 20, 2016 at Rolling Hills Resort in Corning, CA. She revisited the experience she and board members Ouzounian and Schaeffer had at the PARMA annual conference. No action was taken by the board.

### b) Claims

Chief Operating Officer Krepelka presented and reviewed with the Board our interactions with other agencies in putting together a user's group working with Systema Software to improve processes. No action was taken by the Board.

### c) Executive Director

Executive Director Schimke reviewed information on the following:

- CAJPA annual Conference– September 13-16, 2016 to be held in Lake Tahoe, CA.

### d) Board Comments:

No comments were presented by the Board.

## 6. FINANCE REPORTS:

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

Finance/HR Manager Powers presented and reviewed with the Board the disbursements made between December 1, 2015 and January 31, 2016 for approval; claims payments made December 2015 through January 2016 for ratification; and financial reports through January 31, 2016.

A motion to approve the financial reports as presented was moved by Board Member Gee and seconded by Board Member Ouzounian. The motion carried by the following rollcall votes:

Ayes:	Board Members Viegas, Gee, Corum, Karle, Ouzounian, Schaeffer and Vann
Noes:	None
Absent:	None

## 7. ADMINISTRATION:

### a) Drawing for new Board member selection

Pursuant to GSRMA's Bylaws Article III, Section C, a random selection was made for the school district and city representations expiring on July 1, 2016. Willows Unified School District was drawn for the schools and City of Williams was drawn for the cities. Executive Director Schimke will report back to the Board the status of these selections. Executive Director Schimke also reported to the Board that we would do a drawing for cemetery representation at the May board meeting. No action was taken by the Board.

### b) Delinquent member agency

Executive Director Schimke discussed with the Board the lack of contribution payment from Upham Cemetery District despite the numerous attempts to contact the district.

A motion to terminate membership effective January 1, 2016 was moved by Board Member Schaeffer and seconded by Board Member Corum. The motion carried by the following rollcall votes:

Ayes:	Board Members Viegas, Gee, Corum, Karle, Ouzounian, Schaeffer and Vann
Noes:	None
Absent:	None

### c) Settlement authority

Executive Director Schimke presented 5 years claim settlement history and recommended a new policy be adopted.

A motion to approve the Settlement Authority Policy, with the date wordage updated to reflect "30 days" to replace "1 month", was moved by Board Member Schaeffer and seconded by Board Member Corum. The motion carried by the following rollcall votes:

Ayes:	Board Members Viegas, Gee, Corum, Karle, Ouzounian, Schaeffer and Vann
Noes:	None
Absent:	None

### d) AGRIP membership

Executive Director Schimke presented to the Board the many benefits of joining AGRIP.

A motion to join AGRIP membership effective immediately was moved by Board Member Schaeffer and seconded by Board Member Vann. The motion carried by the following rollcall votes:

Ayes:	Board Members Viegas, Gee, Corum, Karle, Ouzounian, Schaeffer and Vann
Noes:	None
Absent:	None

e) Preliminary excess insurance program renewal costs for 2016/17

Executive Director Schimke presented the preliminary excess insurance costs for 2016/17. No action was taken by the board.

f) Draft 2016/17 actuarial studies

Actuarial Specialist John Alltop reviewed with the Board the draft 2016/17 actuarial studies. No action was taken by the board.

g) Preliminary contributions by line of coverage for 2016/17

Executive Director Schimke presented the preliminary contributions by line of coverage for 2016/17. No action was taken by the board.

h) Analysis of a possible dividend for 2016/17

Executive Director Schimke discussed with the Board the possibility for a dividend for 2016/17. No action was taken by the board.

i) Proposed budget for 2016/17

Executive Director Schimke presented the proposed budget for 2016/17. No action was taken by the board.

**8. FUTURE MEETINGS:**

- May 11, 2016
- July 13, 2016
- September 14, 2016 (Conflict with CAJPA)

Executive Director Schimke noted the conflict with CAJPA Conference and the September Board meeting. He will update the Board at May's board meeting with potential date changes. No action was taken by the board.

**9. CLAIMS REPORTS:**

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 shall meet in closed session. The Board went into closed session at 7:55 PM and adjourned closed session at 8:19 PM.

**10. ADJOURNMENT:**

The Board meeting adjourned at 8:20 PM