

**BOARD OF DIRECTORS
MEETING MINUTES
May 10, 2017**

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, Michael Schaeffer and arriving at 6:03 Charles Bergson

Directors joined via WebEx:

George Ouzounian

Directors Absent:

Keith Corum, Special District Board Representative (vacant position)

Also present:

Executive Director Scott Schimke and Counsel Gary Krup. Leaving at 7:38 PM: Chief Operations Officer Rick Krepelka, Workers' Compensation Manager Tricia Alderman, Administrative Assistant Tracey Crosby and Trustee of Orland Cemetery District Rick Beale.

3. UNSCHEDULED MATTERS

No unscheduled matters were discussed.

4. CONSENT AGENDA

a) March 8, 2017 meeting minutes

Executive Director Schimke reviewed the March 8, 2017, meeting minutes.

A motion to approve the March 8, 2017, meeting minutes was moved by Board Member Ward and seconded by Board Member Schaeffer. The motion carried by the following roll call vote:

Ayes:	Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes:	None
Absent:	Corum

5. INFORMATION – REPORTS:

a) Member Services/Loss Prevention

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

- Current status of the LPSF program.
- Member visits and training programs since 03/08/2017 Board meeting.
- Update regarding the Ethics and Harassment training held on 4/5/2017 and a reminder for the training scheduled for 5/17/2017 at Granzella's.
- Elk Creek Community Services District recently received "Boil Water" notices as well as citations from the State Water Resource Control Board. Staff have been in contact with the district. The district is currently working towards a resolution and will keep GSRMA notified in writing of the steps they are taking to become compliant with the state.
- Employee Benefits Update: Staff have been busy marketing the program. The EIA Health Plan Committee is considering a Kaiser option.

No action was taken by the Board

b) Claims

Workers' Compensation Manager Alderman updated the Board on the following items:

- CSAC-EIA workers' compensation claims audit April 3, 2017 went well.
- CSAC-EIA general liability claims audit – first week of May, 2017.
- Liability will be completely paperless by July 1, 2017.
- Systema Conference is being held in the Bay Area May 24 -25, 2017.

No action was taken by the Board

c) Executive Director

Executive Director Schimke updated the Board on the following items:

- CAJPA Conference: September 12 – 15, 2017 in South Lake Tahoe.
- GSRMA's 13th Annual Conference will be held October 19 and 20, 2017.

No action was taken by the Board

d) Board Comments:

Board Member Ouzounian will make every effort to attend in person the July 12th, 2017 Board Meeting.

Trustee of Orland Cemetery District Rick Beale had a question regard the ADA clause for legal Board agenda's. Executive Director Schimke will report back at the July Board Meeting.

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 February 1, 2017 and March 31, 2017 for approval; claims payments made February 2016 through March 2017 for ratification; and financial reports through March 31, 2017.

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

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

7. ADMINISTRATION:

- a) Incoming Board member election for Special and Fire District representation

Executive Director Schimke reviewed with the Board the election results for the Fire District representation with Williams Fire Protection District winning with 11 votes. Special District Reclamation District No. 784 was the only Special District in the running receiving 16 votes.

A motion to ratify the election results was moved by Board Member Ward and seconded by Board Member Ouzounian. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

- b) New Board Member Orientation Process

Assistant Risk Manager Peters presented to the Board the New Board Member Orientation Process to help educate incoming Board Members. She shared with the Board what will be covered in the orientation process. This is a work in progress and suggestions from the Board are welcome.

A motion to approve the New Board Member Orientation Process was moved by Board Member Schaeffer and seconded by Board Member Bergson. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

c) 2016/17 Loss Prevention Incentive Program (LPIP) awards

Assistant Risk Manager Peters reviewed with the Board the 2016/17 LPIP awards.

A motion to approve the 2016/17 awards subject to the LPIP program requirements was moved by Board Schaeffer and seconded by Board Member Bergson. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

d) Excess Insurance program renewal costs for 2017/18

Executive Director Schimke reviewed with the Board the excess insurance program renewal costs for 2017/18.

A motion to approve the excess insurance program renewal costs for 2017/18 was moved by Board Member Bergson and seconded by Board Member Ward. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

e) 2017/18 actuarial studies for the Liability and Workers' Compensation Programs

Executive Director Schimke reviewed with the Board the actuarial studies for Liability and Workers' Compensation programs for 2017/18.

A motion to approve the actuarial studies for Liability and Workers' Compensation programs for 2017/18 was moved by Board Member Ward and seconded by Board Member Bergson. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

f) Proposed contributions by line of coverage for 2017/18

Executive Director Schimke reviewed with the Board the contributions by line of coverage for 2017/18.

A motion to approve the contributions by line of coverage for 2017/18 was moved by Board Member Ward and seconded by Board member Bergson. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

g) Analysis of possible dividend for 2017/18

Executive Director Schimke reviewed with the Board the analysis of a possible dividend for 2017/18. Current conditions do not meet the Board's Capital Target Equity Policy.

No action was taken by the Board.

h) Proposed budget for 2017/18

Executive Director Schimke moved the discussion of the proposed 2017/18 budget until after the Proposed Ardee, Inc. Management Contracts.

i) Financial Audit engagement proposal for 16/17 through 18/19 fiscal years.

Executive Director Schimke reviewed with the Board the financial audit engagement proposal for 16/17 through 18/19 fiscal years with 3% annual fee increases.

A motion to approve said financial audit engagement as presented was moved by Board Member Schaeffer and seconded by Board Member Ouzounian. A motion was carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

j) L. Gary Krup contract extension for General Counsel Services 2017-2020

Executive Director Schimke reviewed L. Gary Krup's contract for General Counsel Service 2017-2020 with a proposed increase to \$1,500 per month.

A motion to approve the 2017-2020 General Counsel contract as presented was moved by Board Member Bergson and seconded by Board Member Ward. A motion was carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

k) Proposed Ardee Inc. Management Services

1) Executive Director Schimke reviewed with the Board the Risk-Sharing Insurance Pool Management Services Agreement including revise indemnity and insurance requirements and fee increase.

A motion to approve the Risk-Sharing Insurance Pool Management Services Agreement as presented was moved by Board Member Bergson and seconded by Board Member Ward. A motion was carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

- 2) Executive Director Schimke reviewed with the Board the Health Benefit Plan Administrative Services Agreement with revised indemnity and insurance requirements.

A motion to approve the Health Benefit Plan Administrative Services Agreement as presented was moved by Board Member Ward and seconded by Board Member Bergson. A motion was carried by the following roll call votes:

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

h) Proposed budget for 2017/18

Executive Director Schimke reviewed with the Board the proposed budget for 2017/18.

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

Ayes: Board Members Viegas, Schaeffer, Ouzounian, Bergson, and Ward
Noes: None
Absent: Corum

8. FUTURE MEETINGS:

- July 12, 2017
- September 13, 2017 (CAJPA conflict)
- November T.B.D.

9. CLAIMS REPORTS:

a) Current Claims

Nothing to report at this time.

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 shall meet in closed session at 7:39 PM.

c) Reconvene to Open Session

The Board reconvened to open session at 7:48 PM.

d) Report any action taken during Closed Session

The Board gave specific direction to the Executive Director.

10. ADJOURNMENT:

The Board meeting adjourned at 7:49 PM.