

**BOARD OF DIRECTORS  
MEETING MINUTES  
July 12, 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, Doug Turner, Charles Bergson, Keith Corum, James "Buck" Ward and arriving at 6:20 Charles Bergson.

Directors joined via WebEx:

George Ouzounian

Directors Absent:

Sarbdeep Atwal, Special District Board Representative

Also present:

Executive Director Scott Schimke and Counsel Gary Krup. Leaving at 6:40 PM: Member Services Specialist Walter Michael. Leaving at 7:44 PM: Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Workers' Compensation Manager Tricia Alderman, Safety Officer Mark Marshall and Administrative Assistant Tracey Crosby

**3. UNSCHEDULED MATTERS**

No unscheduled matters were discussed.

**4. CONSENT AGENDA**

a) May 10, 2017 meeting minutes

Executive Director Schimke reviewed the May 10, 2017, meeting minutes.

A motion to approve the May 10, 2017, meeting minutes was moved by Board Member Ward and seconded by Board Member Corum. The motion carried by the following roll call vote:

Ayes:	Board Members Viegas, Ouzounian, Bergson, Corum and Ward
Noes:	None
Absent:	Atwal
Abstain:	Turner

## 5. INFORMATION – REPORTS:

### a) Member Services/Loss Prevention

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

- SAVE THE DATE! GSRMA's 13<sup>th</sup> Annual Conference is October 19-20, 2017.
- Member visits and training programs since 05/10/2017 Board meeting (handout).
- LPSF fiscal year-end review.
- TargetSolutions fiscal year-end review from July 1, 2016 to June 30, 2017.
- HR Hotline fiscal year-end review.
- Butte Community Services District issues re: receivership. GSRMA is monitoring the situation closely.
- The appraisal process, which started back in October 2016. All appraisals have been completed, draft reports are being reviewed by members before they are finalized.
- Employee Benefits Update: Staff have been busy marketing the program. The EIA Health Plan Committee has approved two Kaiser options and all the health plans should be finalized by end of July.

No action was taken by the Board

### b) Claims

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

- Metadata fiscal year-end cost savings.
- Express Scripts fiscal year-end cost savings.

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.

No action was taken by the Board

### d) Board Comments:

Executive Director Schimke pointed out that upon request from the May 10, 2017 Board Meeting all agendas will have the following at the bottom of the last page:

Upon request, agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the Executive Director, specifying your disability, the format in which you would like to receive this agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting

Mr. Schimke also noted that page numbers have been added to each section of the agenda as well.

## 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, 2017 and May 31, 2017 for approval; claims payments made April 2017 through May 2017 for ratification; and financial reports through May 31, 2017.

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

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

## 7. MEMBERSHIP

- a) Sutter LAFCO; b) Santa Rosa Plain GSA; c) Yuba County Rural Fire JPA; d) Isla Vista CSD; e) Lake Shastina CSD; and f) Petaluma Valley GSA

Member Services Specialist Michaels presented the new members for Board consideration.

A motion to approve the new members as presented 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, Ouzounian, Turner, Bergson, Corum and Ward
Noes:	None
Absent:	Atwal

## 8. ADMINISTRATION:

- a) Resolution 2017-01 to authorize signers for US Bank investment trust account

Chief Operations Officer Krepelka reviewed with the Board the necessity to authorize signers for a new trust account at US Bank. We will be moving our investments from Union Bank to US Bank resulting in a considerable savings.

A motion to approve Resolution 2017-01 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, Ouzounian, Turner, Bergson, Corum and Ward
Noes:	None
Absent:	Atwal

b) Retirement of the Emergency Transitional Management Committee Policy

Executive Director Schimke reviewed with the Board the reasoning behind retiring ETM Committee Policy and recognition of Rick Krepelka as Ardee, Inc.'s designated alternate representative.

A motion to retire the ETC Committee Policy and recognize Rick Krepelka as Ardee, Inc.'s designated alternate representative was moved by Board Member Corum and seconded by Board Member Bergson. The motion carried by the following roll call votes:

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

c) Redesign of the LPIP program for 2017-18

Assistant Risk Manager Peters reviewed with the Board the redesign of the Loss Prevention Incentive Program (LPIP) to the Risk Management Accreditation Program or RMAP.

A motion to approve the redesign of the LPIP to RMAP for 2017/18 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, Ouzounian, Turner, Bergson, Corum and Ward  
Noes: None  
Absent: Atwal

d) Renewal of TargetSolutions (web-based training) contract

Assistant Risk Manager Peters reviewed with the Board the renewal contract from TargetSolutions.

A motion to approve the TargetSolutions contract was moved by Board Member Corum and seconded by Board Member Turner. The motion carried by the following roll call votes:

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

e) Review of GSRMA Bylaws relating to Composition of Board and plan for implementation of election process for all member types

Executive Director Schimke presented the plan for implementing the new board member election process. At its next regular meeting, the Board will review for approval a draft of amended bylaws that incorporates the new process. They will also review for approval the annual timeline for the election process to fill July 2018 vacancies.

Information only; no action taken by the Board

f) Strategic Planning Session 2017/18

Executive Director Schimke reviewed with the Board the status of the 2016/17 strategic plan. He then presented the 2017/18 strategic plan.

A motion to approve the strategic plan for 2017/18 was moved by Board Member Corum and seconded by Board member Bergson. The motion carried by the following roll call votes:

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

**9. FUTURE MEETINGS:**

- September 20, 2017
- November T.B.D.
- January 10, 2018

**10. 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 7:45 PM.

c) Reconvene to Open Session

The Board reconvened to open session at 7:57 PM.

d) Report any action taken during Closed Session

The Board gave specific direction to the Executive Director.

**11. ADJOURNMENT:**

The Board meeting adjourned at 7:58 PM.