**BOARD OF DIRECTORS**

**MEETING MINUTES**

**September 27, 2017**

Board Vice-President Corum called the regular Board meeting of the Golden State Risk Management Authority to order at 6:02 PM.

1. **WELCOME AND INTRODUCTIONS:**
2. **ROLL CALL:**

Directors present:

Keith Corum, James “Buck” Ward

Directors joined via WebEx:

George Ouzounian, Sarbdeep Atwal, joining at 6:28 Doug Turner

Directors Absent:

John Viegas, County Representative, Charles Bergson, City Representative

Also present:

Executive Director Scott Schimke and Counsel Gary Krup. Leaving at 6:34 PM: Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Workers’ Compensation Manager Tricia Alderman, Operations Manager Cathy Mudd, Orland Cemetery/PCA Representative, Rick Beale.

1. **UNSCHEDULED MATTERS**

Rick Beale commented on the PCA Conference and thanked GSRMA staff for support and assistance for a successful event.

1. **CONSENT AGENDA**
2. July 12, 2017 meeting minutes

Executive Director Schimke reviewed the July 12, 2017, meeting minutes.

A motion to approve the July 12, 2017, meeting minutes with the correction of Charles Bergson arriving at 6:20. Motion made to approve and moved by Board Member Ward and seconded by Board Member Ouzounian. The motion carried by the following roll call vote:

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal

 Noes: None

 Absent: Viegas, Bergson, Turner

 Abstain: None

1. **INFORMATION – REPORTS:**
2. Member Services/Loss Prevention

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

* SAVE THE DATE! GSRMA’s 13th Annual Conference is October 19-20, 2017.
* Member visits and training programs since the July 12, 2017 Board meeting.
* Loss Prevention Subsidy Program fund update.

No action was taken by the Board.

1. Claims

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

* She attended the CWC WC Conference on September 5 – 8. It helped her verify that our current processes are in-line with State requirements.

No action was taken by the Board.

1. Executive Director

Executive Director Schimke updated the Board on the following items:

* CAJPA Fall Conference was held September 12 – 15, 2017 in South Lake Tahoe and was attended by several staff members and one Board member. Attending staff described how the conference benefited them and all agreed that it was an excellent conference.
* PARMA Conference will be February 14-16, 2018 in Monterey.

No action was taken by the Board

1. Board Comments:

Vice-President Corum noted that he attended the CAJPA Fall Conference. He stated that it was an excellent conference and very beneficial to him. He recommended it to other Board members if they are able to attend in the future.

1. **FINANCE REPORTS:**
	1. 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 June 1, 2017 and July 31, 2017 for approval; claims payments made June 2017 through July 2017 for ratification; and financial reports through July 31, 2017.

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

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal

 Noes: None

 Absent: Viegas, Bergson, Turner

1. **MEMBERSHIP**
2. Grenada Irrigation District; b) Colusa Groundwater Authority; c) Glenn Groundwater Authority; d) San Antonio Basin Groundwater Sustainability Authority

Executive Director Schimke presented the new members for Board consideration.

A motion to approve the new members as presented was moved by Board Member

Ward and seconded by Board Member Ouzounian. The motion carried by the following roll call vote:

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal

 Noes: None

 Absent: Viegas, Bergson, Turner

1. **ADMINISTRATION:**
2. Delinquent member agencies

Executive Director Schimke updated the Board regarding German Cemetery District payment currently being processed. We should receive it within 2 weeks.

No action was taken by the Board.

1. Biz Library contract

Assistant Risk Manager Peters reviewed with the Board the benefits of incorporating Biz Library into our available training tools and requested approval of a 2 year contract renewal.

A motion to approve the renewal contract for two years with Biz Library as presented was moved by Board Member Ward and seconded by Board Member Atwal. The motion carried by the following roll call vote:

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal

 Noes: None

 Absent: Viegas, Bergson, Turner

1. Resolution 2017-08 to amend the GSRMA Bylaws

Executive Director Schimke reviewed with the Board the changes to the Bylaws relating to the new method of electing Board Members. He advised the Board that upon their approval, staff would distribute revised Bylaws via email, USPS, post it up to GSRMA’s website and communicate to all attendees at the 2017 Annual Training Conference:

A motion to approve Resolution 2017-08 to revise the Bylaws as presented was moved by Board Member Ward and seconded by Board Member Atwal. The motion carried by the following roll call vote:

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal, Turner

 Noes: None

 Absent: Viegas, Bergson,

1. GSRMA Board Member Election Timeline – 2018 vacancies

Executive Director Schimke reviewed with the Board the recommended Governing Board Member Election Timeline for the July 1, 2018 vacancies. Said timeline needed Board approved as required by the revised JPA Bylaws.

A motion to approve the Governing Board Member Election Timeline for the July 1, 2018 board vacancies was moved by Board Member Ward and seconded by Board Member Ouzounian. The motion carried by the following roll call vote:

 Ayes: Board Members Corum, Ward, Ouzounian, Atwal, Turner

 Noes: None

 Absent: Viegas, Bergson

1. **FUTURE MEETINGS:**
* November T.B.D.
* January 10, 2018
* March 14, 2018
1. **CLAIMS REPORTS:**
2. Current Claims

Nothing to report at this time.

1. 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 6:35 PM.

1. Reconvene to Open Session

The Board reconvened to open session at 6:45 PM.

1. Report any action taken during Closed Session

The Board gave specific direction to the Executive Director.

1. **ADJOURNMENT:**

 The Board meeting adjourned at 6:46 PM.