

**BOARD OF DIRECTORS
MEETING MINUTES
January 10, 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:

Board Members present:

John Viegas, Keith Corum, Doug Turner

Board Member joined via WebEx:

George Ouzounian

Board Members Absent:

Charles Bergson, James "Buck" Ward, Sarbdeep Atwal

Also present:

Executive Director Scott Schimke, Counsel Gary Krup via WebEx, Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Safety Officer Mark Marshall, Claims Manager Tricia Alderman, Senior Workers' Compensation Claims Examiner Jaheesha Griffin, Claims Assistant Tracey Crosby, Administrative Assistant Sam Taylor, Accounting Technician Ryan Schimke, Orland Cemetery/PCA Representative, Rick Beale, James Marta (arrived at 6:10 PM and departed at 6:50 PM).

3. ELECTION OF OFFICERS FOR 2018

Executive Director Schimke advised the Board that, pursuant to GSRMA's governing documents, the Board needed to elect a President and Vice-President for 2018. Board Member Corum moved to re-elect John Viegas for President and President Viegas moved to re-elect Keith Corum for Vice-President. The motion carried by the following vote:

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

4. UNSCHEDULED MATTERS

No unscheduled matters were discussed.

5. CONSENT AGENDA:

Executive Director Schimke reviewed the consent agenda including the September 27, 2017 meeting minutes, Reaffirmation of the Treasurer's Authority to Invest, and the GSRMA Conflict of Interest Code.

A motion to approve the consent agenda, including the September 27, 2017 meeting minutes, as presented was moved by Board Member Corum and seconded by Board Member Turner. The motion carried by the following vote:

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

6. INFORMATION - REPORTS:

a) Member Services/Loss Prevention

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

- Report on the Annual Conference and review of the Survey's, announced the date for the 14th Annual Conference October 18-19, 2018 at Rolling Hills Casino.
- Review of Member visits and training programs since the September 27, 2017 board meeting.
- Status of the Loss Prevention Subsidy Program Fund, reporting approximately 50% of 2017/2018 budget spent.
- RMAP Letters of Intent have increased from last year, with five new applicants.
- Upcoming Ethics and Sexual Harassment training, at Granzella's in Williams, date to be announced.
- Mark Marshall will be presenting a Fraud and Embezzlement session at the CAPC conference in February.
- 2018 All-in-One State and Federal Labor Law posters have been ordered and will be mailed out to all members by mid- January.
- The 2017 Annual Report is in its final stages and should be ready by the end of January.

No action was taken by the Board.

b) Claims

Claims Manager Alderman updated the Board on the following items:

- Introduction of New Senior Claims Examiner Jaheesha Griffin.

No action was taken by the Board.

c) Executive Director

Executive Director Schimke updated the Board on the following items:

- Introduction of new Administrative Assistant Sam Taylor.
- Updated status of the Major Focus Areas, from the 2017/18 Strategic Plan as follows:
 - Contribution Process Revision
 - Loss Prevention Process Revisions
 - Employee Benefits Process Enhancements
 - Initiate Practical Use of Analytics
 - Enhance Member Experience through the Web
 - Membership Retention and Growth

No action was taken by the Board.

d) Board Comments:

Vice-President Corum reported on his experience at the GSRMA Annual Conference. He stated that it was an excellent conference and very beneficial to him. He enjoyed the Detecting Fraud and Embezzlement Seminar by Cindy Summers and Executive Director Schimke.

7. FINANCE REPORTS:

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

- Chief Operations Officer Krepelka introduced Ryan Schimke as the new Accounting Technician.
- Review of the disbursements made between September 27, 2017 and January 10, 2018 for approval; claims payments made September 2017 through January 2018 for ratification; and financial reports through July 31, 2017.

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

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

8. MEMBERSHIP

- a) Live Oak Cemetery District;
- b) Housing Authority of the County of Butte;
- c) City of Willows

Executive Director Schimke presented the districts desiring to join the Employee Benefits Program for Board consideration.

A motion to approve the new members for the Employee Benefits Program as presented was moved by Board Member Turner and seconded by Board Member Corum. The motion carried by the following roll call vote:

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

9. ADMINISTRATION:

- a) Approval of Candidate Districts for incoming Board Member election for Cities, Cemeteries and School District’s representation. The Candidate Districts are:

Cemetery District	Cities	School District
Atascadero	City of Dorris	Willows Unified School District
Fair Oaks	City of Orland	
Russian River		
Madera		
Orland		
Shasta Valley		
Sylvan		
Chowchilla		

A motion to approve the Candidate Districts as presented was moved by Board Member Corum and seconded by Board Member Ouzounian. The motion carried by the following roll call vote:

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

- b) PARMA Conference will be February 14-16, 2018 in Monterey.
Board Member Corum stated he will be attending the PARMA conference.
- c) CAJPA Fall Conference will be September 11-14, 2018 in South Lake Tahoe.

10. FUTURE MEETINGS:

- March 14, 2018
- May 9, 2018
- July 11, 2018

CLAIMS REPORTS:

a) Current Claims

Executive Director Schimke updated the Board on continuing claims.

No action was taken by the Board.

b) Closed Session (Pending Litigation):

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

Nothing to report.

11. ADJOURNMENT:

The Board meeting adjourned at 7:02 PM.