

**BOARD OF DIRECTORS
MEETING MINUTES
May 11, 2016**

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:

Charles Gee, John Viegas, Keith Corum, Kim Vann, Michael Karle, Michael Schaeffer and George Ouzounian

Also present:

Executive Director Scott Schimke, General Counsel Gary Krup. Leaving at 7:33 PM: Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Operations Manager, Cathy Mudd, Workers' Compensation Manager Tricia Alderman, Finance/HR Manager Patti Powers, Safety and Loss Prevention Specialist Betsey Downey, Member Services Specialist Walter Michael and Administrative Assistant Tracey Crosby.

3. UNSCHEDULED MATTERS

No unscheduled matters were discussed.

4. CONSENT AGENDA:

Executive Director Schimke reviewed the consent agenda including the March 09, 2016 meeting minutes. Board Member Schaeffer asked that item b) be pulled from the consent agenda and addressed individually.

A motion to approve the consent agenda excluding item b) was moved by Board Member Karle and seconded by Board Member Gee. The motion carried by the following vote:

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

Executive Director Schimke reviewed item b) L. Gary Krup contract extension 2016-2017 General Counsel Services.

A motion to approve L. Gary Krup contract extension 2016-2017 as presented was moved by Board Member Vann and seconded by Board Member Schaeffer. The motion carried by the following 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 shared with the Board the new pop-up banners used at conferences and trade shows to promote GSRMA. She also shared with the Board the date and format for the upcoming GSRMA annual training to be held October 20-21, 2016, at Rolling Hills Resort in Corning, CA. Mrs. Peters provided updates on GSRMA's staff member visits, and the Loss Prevention Subsidy Fund (LPSF) balance. She reported on staff's experience at the recent California Association of Public Cemeteries (CAPC) Conference held in March in Monterey, CA. Mrs. Peters provided a report on the Harassment and Ethics training held in April, and noted a second Ethics and Harassment Training class is scheduled for May 12, 2016. No action was taken by the board.

b) Claims

Workers' Compensation Manager Alderman shared with the Board the success of the SIMS user group meeting held May 9, 2016, at the CSAC-EIA office in Folsom. Mrs. Alderman reported there were 40 attendees from 19 different entities. 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.

Incoming Board members effective July 1, 2016

Following the drawing during the March 9, 2016 Board meeting, the selected members were contacted and asked to provide a representative from their governing body to serve on the GSRMA Board. Charles Bergson, City of Williams will represent member cities and Michelle Knight, Willows Unified School District, will represent for school members for the July 1, 2016 – June 30, 2018 term. No action was taken by the Board.

d) Board Comments:

Board Member Karle asked for clarification regarding the relationship between EIA and Self-Insured Schools of California (SISC). Executive Director Schimke stated that the EIA has a contract with SISC which prevents school districts from participating in the EIA health benefits plan. No action taken by the Board.

Board Member Gee requested an update of health benefit premiums. Executive Director Schimke agreed to direct Employee Benefits Specialist Naomi Whatley to follow-up with the City. No action was taken 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 February 1, 2016 and March 31, 2016 for approval; claims payments made February 2016 through March 2016 for ratification; and financial reports through March 31,2016.

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

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

7. MEMBERSHIP

- a) New Members for Board consideration

Assistant Risk Manager Peters presented new members for Board consideration: Elkhorn Fire Protection District, Dunlap Cemetery District and Arcade Creek Recreation & Park District (Health Benefits).

A motion to approve the membership for the above mentioned districts was moved by Board Member Vann and seconded by Board Member Karle. The motion carried by the following votes:

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

8. ADMINISTRATION:

- a) Incoming Board member selection for Cemetery District representation

Executive Director Schimke described the trial process implemented per Board direction for selecting cemetery board representation for the July 1, 2016 - June 30, 2018 term. Seven cemetery members had asked to participate in the drawing by the April 30 deadline. Mr. Schimke noted that Fair Oaks Cemetery District had notified us a week after the deadline and, after describing the circumstances that likely led to the late notification, asked for direction from the Board as to whether to include Fair Oaks Cemetery District in this drawing. It was noted that George Ouzounian abstained himself from this rollcall vote as he represents the cemetery districts.

A motion to not include Fair Oaks Cemetery District in the Cemetery District selection process was moved by Board Member Schaeffer and seconded by Board Member Karle. The motion carried by the following votes:

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

The drawing was then conducted and Visalia Cemetery District was selected.

b) Loss Prevention Incentive Program (LPIP) awards 2015/16

Assistant Risk Manager Peters reviewed with the Board the 2015/16 LPIP awards.

A motion to approve the 2015/16 LPIP awards subject to the LPIP program requirements was moved by Board member Vann and seconded by Board Member Schaeffer. The motion carried by the following votes:

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

c) Loss Prevention Incentive Program (LPIP) 2016/17 application proposed changes

Assistant Risk Manager Peters reviewed with the Board the proposed changes to the 2016/17 LPIP application. Final changes will be brought back to the Board for action at the July 13, 2016 meeting. No action was taken by the Board.

d) Excess insurance program renewal costs for 2016/17

Executive Director Schimke reviewed with the Board the excess insurance program renewal costs for 2016/17.

A motion to approve the excess insurance program renewal costs for 2016/17 was moved by Board Member Karle and seconded by Board Member Ouzounian. The motion carried by the following votes:

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

e) 2016/17 actuarial studies for Liability and Workers' Compensation programs

Executive Director Schimke reviewed with the Board the actuarial studies for Liability and Workers' Compensation programs for 2016/17.

A motion to approve the actuarial studies, after equity re-allocation of \$2.5M from General Liability to Workers' Compensation, for Liability and Workers' Compensation programs for 2016/17 was moved by Board Member Gee and seconded by Board Member Ouzounian. The motion carried by the following votes:

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

f) Proposed contributions by line of coverage for 2016/17

Executive Director Schimke reviewed with the Board the contributions by line of coverage for 2016/17.

A motion to approve the contributions by line of coverage for 2016/17 was moved by Board Member Vann and seconded by Board member Ouzounian. The motion carried by the following votes:

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

g) Analysis of possible dividend for 2016/17

Executive Director Schimke reviewed with the Board the 2016/17 dividend proposal of \$250K dispersed out to district members in good standing as of July 1, 2016.

A motion to approve the \$250K dividend for 2016/17 was moved by Board Member Vann and seconded by Board Member Karle. The motion carried by the following votes:

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

h) Proposed budget for 2016/17

Chief Operating Officer Krepelka reviewed with the Board the proposed budget for 2015/16.

A motion to approve the proposed 2016/17 budget as presented was moved by Board Member Schaeffer and seconded by Board Member Ouzounian. The motion carried by the following votes:

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

i) GSRMA Bylaws Resolution 2015-07

Executive Director Schimke presented to the Board GSRMA Bylaws Resolution 2015-07 to amend Article VII Membership, Item C paragraph to include the language "..., **except as otherwise permitted by the Board.**"

A motion to amend GSRMA Bylaws Article VII. Membership Item C Resolution 2015-07 was moved by Board Member Gee and seconded by Board member Karle. The motion carried by the following votes:

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

j) Proposed reinstatement of German Cemetery District

Executive Director Schimke presented to the Board the letter received from German Cemetery District asking to be reinstated as a member as they have been able to secure new funding and will be able to pay their contribution going forward.

A motion to reinstate German Cemetery District was moved by Board Member Vann and seconded by Board Member Karle. The motion carried by the following votes:

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

9. FUTURE MEETINGS:

- July 13, 2016
- September 21, 2016 (Conflict with CAJPA)
- November T.B.D.

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

10. 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 7:33 PM and adjourned closed session at 7:37 PM.

11. ADJOURNMENT:

The Board meeting adjourned at 7:38 PM