

**BOARD OF DIRECTORS  
MEETING MINUTES  
September 19, 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:**

Directors present:

John Viegas, Keith Corum, James "Buck" Ward, Rick Beale

Directors joined via WebEx:

Directors Absent:

Andy Roberts, Doug Turner, Sarbdeep Atwal (attended via WebEx - non-voting due to notice requirements)

Also present:

Executive Director Scott Schimke and Counsel Gary Krup, Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Claims Manager Tricia Alderman, Administrative Assistant Sam Taylor, Loss Prevention Specialist Steve Wood, Accounting Technician Ryan Schimke, Chandler Asset Management Carlos Oblites arrived at 6:09 and left at 7:07.

- 3. UNSCHEDULED MATTERS**

No unscheduled matters were discussed.

- 4. CONSENT AGENDA**

- a) July 11, 2018 meeting minutes

Executive Director Schimke reviewed the July 11, 2018, meeting minutes.

A motion to approve the July 11, 2018, meeting minutes was moved by Board Member Beale and seconded by Board Member Ward. The motion carried by the following roll call vote:

Ayes:	Board Members Corum, Ward, Viegas, Beale
Noes:	None
Absent:	Turner, Roberts
Abstain:	None

## 5. INFORMATION - REPORTS:

### a) Member Services/Loss Prevention

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

- SAVE THE DATE! GSRMA's 14<sup>th</sup> Annual Conference is October 18-19, 2018.
- Member visits and training programs since the July 11, 2018 Board meeting.
- Loss Prevention Subsidy Program fund update.
- HR Hotline resources for Members can now use CSAC-EIA HR Hotline at no cost.
- WeTip & STOPit companies have merged which will allow members better incident tracking reporting as well as other services provided.
- Employee Benefits open enrollment begins 10/1/18 to 11/1/18 with many new prospects
- CAJPA Fall Conference update included: building new contacts and relationships and connecting with peers

No action was taken by the Board.

### b) Claims

Claims Manager Alderman updated the Board on the following:

- She attended the CAJPA Fall Conference as well and met with Insurity management to discuss concerns with recent changes in the Insurity staff. She added that it was an excellent conference.

No action was taken by the Board.

### c) Executive Director

Executive Director Schimke updated the Board on the following items:

- CAJPA Fall Conference was held September 11 - 14, 2018 in South Lake Tahoe and was attended by several staff members and two Board members. He was impressed with the Keynote speakers and reported on his and Rick Krepelka's respective sessions
- Provided information on the upcoming PARMA conference in February at the Disneyland Hotel and suggested making early reservations.

No action was taken by the Board

### d) Board Comments:

Board Member Beale attended CAJPA and commented on his accounts of both Scott Schimke's and Rick Krepela's sessions. He stated his appreciation to Assistant Risk Manager Peters for all of her help and guidance throughout the week.

Vice-President Corum reverberated Beale's sentiment and noted that he enjoyed the Keynote speakers, that it was an excellent conference and he was thankful to attend.

Board Member Ward reported on a Loss Prevention meeting he attended and was impressed with the preparation and knowledge of the GSRMA staff/presenter Betsey Downey.

## 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 June 1, 2018 and July 31, 2018 for approval; claims payments made June 2018 through July 2018 for ratification; and financial reports through July 31, 2018.

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

Ayes:	Board Members Corum, Ward, Viegas, Beale
Noes:	None
Absent:	Turner, Roberts
Abstain:	None

- b) Investment Advisor Presentation.

Carlos Oblites from Chandler Asset Management provided the board with a presentation of GSRMA's growth and duration strategy.

No action was taken by the Board

- c) Investment Policy approval.

A motion to approve the Investment Policy as presented was moved by Board Member Ward and seconded by Board Member Corum. The motion carried by the following roll call vote:

Ayes:	Board Members Corum, Ward, Viegas, Beale
Noes:	None
Absent:	Turner, Roberts
Abstain:	None

## 7. GSRMA MEMBERSHIP:

- a) New member for Board ratification

- Hornbrook Fire Protection District

Executive Director Schimke presented the new member for Board consideration.

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

Beale and seconded by Board Member Corum. The motion carried by the following roll call vote:

Ayes: Board Members Corum, Ward, Viegas, Beale  
Noes: None  
Absent: Turner, Roberts  
Abstain: None

b) 1. Revocation of pool membership for Butte City CSD

Assistant Risk Manager Peters updated the Board on the Butte City CSD Board meeting she attended with Safety Officer Mark Marshall. She restated GSRMA concerns and reviewed the list of provisions that the Member was provided to show considerable improvement by January, 2019. She recommended that the Board require Butte City CSD to complete or show definitive progress toward completion of the list provided, in time for the January board meeting in order to maintain their membership.

A motion to require member to complete or show progress toward completion of the action items before January 10, 2019, as presented was moved by Board Member Corum and seconded by Board Member Ward. The motion carried by the following roll call vote:

Ayes: Board Members Corum, Ward, Viegas, Beale  
Noes: None  
Absent: Turner, Roberts  
Abstain: None

d) 2. Sites Project Authority

Assistant Risk Manager Peters updated the Board as to the issues involving Sites Project Authority. They originally joined for property coverage with the intent to join for liability as well. However, they had since decided to stay with ACWA.

A motion to revoke membership effective 10/1/18, as presented was moved by Board Member Corum and seconded by Board Member Beale. The motion carried by the following roll call vote:

Ayes: Board Members Corum, Ward, Viegas, Beale  
Noes: None  
Absent: Turner, Roberts  
Abstain: None

**8. ADMINISTRATION:**

a) Delinquent member agencies

Executive Director Schimke reported there currently are no delinquent members.

No action was taken by the Board.

b) Request for Reimbursement by Board Member Rick Beale

Risk Manager Schimke reported that Board Member Rick Beale had requested reimbursement for the 2018 CPAC Conference. The Board had a brief discussion regarding the Bylaws and board compensation. General consensus was that the Bylaws were ok as stated. Board Member Beale reported that due to calendar conflicts, he would not be able to attend the CAPC Conference and requested no action on this matter.

No action was taken by the Board.

#### 9. FUTURE MEETINGS:

- November T.B.D.
- January 19, 2019
- March 13, 2019

#### 10. CLAIMS REPORTS:

##### a) Current Claims

Risk Manager Schimke reported to the Board the status on the following claim:

- Hornbrook Cemetery District reported significant loss due to the Klamathon Fire this July. Loss will be in excess of \$50,000.

No action was taken by the Board

##### b) Closed Session (Pending Litigation)

The Board of Directors 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 7:33 PM.