

**BOARD OF DIRECTORS
MEETING MINUTES
January 9, 2019**

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, Doug Turner, Andy Roberts

Directors joined via WebEx:

Sarbdeep Atwal

Directors Absent:

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, Safety Officer Mark Marshall, Accounting Technician Ryan Schimke, James Marta arrived at 6:10 and left at 7:25.

- a) WebEx Protocol Instructions

- 3. ELECTION OF OFFICERS for 2019:**

Executive Director Schimke advised the Board that, pursuant to GSRMA's governing documents, the Board needed to elect a President and Vice-President for 2019. A motion to re-elect John Viegas for President and to re-elect Keith Corum for Vice-President was moved by Board Member Turner and seconded by Board Member Beale. The motion carried by the following vote:

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

- 4. UNSCHEDULED MATTERS**

No unscheduled matters were discussed.

5. CONSENT AGENDA

Executive Director Schimke reviewed the consent agenda including the September 19, 2018 meeting minutes, Reaffirmation of the Treasurer's Authority to Invest, and the GSRMA Conflict of Interest Code.

A motion to approve the September 19, 2018, meeting minutes 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, Turner, Roberts, Atwal
Noes:	None
Absent:	None
Abstain:	None

6. INFORMATION - REPORTS:

a) Member Services/Loss Prevention

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

- Report on the 14th Annual GSRMA Conference and review of the survey. 2019 conference location and possible dates are currently being reviewed.
- Member visits and trainings since the September 19, 2018 Board meeting.
- Loss Prevention Subsidy Program fund update.
- 46 Letters of Intent for the RMAP program have been received.
- 2019 State and Federal Labor Law Posters were sent to members earlier this month.
- 2018 Annual Report will be ready by the next board meeting.

No action was taken by the Board.

b) Claims

Claims Manager Alderman updated the Board on the following focus areas for 2019:

- Update regarding pending workers' compensation and liability claims audit per CSAC-EIA program and CAJPA Accreditation requirements.
- On-going review of workers' compensation vendor partners to ensure quality of services and competitiveness of pricing.

No action was taken by the Board.

c) Executive Director

Executive Director Schimke updated the Board on the following items:

- 2018 Staff photo
- 2019 PARMA Conference February 10-13, 2019 in Anaheim.
- 2019 CAJPA Conference September 10-13, 2019 in So. Lake Tahoe
- Update regarding staff involvement in CSAC-EIA and CAJPA for 2019.

- Updated status of the Major Focus Areas from the 2018/19 Strategic Plan as follows:
 - ✓ Contribution Process Revision
 - ✓ Practical Use of Analytics
 - ✓ Enhance Member Experience
 - ✓ Responding to Specific Risks

No action was taken by the Board.

d) Board Comments:

Vice-President Corum questioned if there was any repercussion or enforcement to members who do not attend Ethics and Sexual Harassment training. He also commented that Gordon Graham was an excellent speaker, at the GSRMA Conference, and appreciated his 'old school' approach using the over-head projector.

Board Member Beale reported that the Loss Experience meeting with staff member Betsey Downey was very helpful and full of facts and figures. He also commented that the GSRMA staff is amazing and appreciated all the work put into preparing the conference.

Board Member Ward reported that the Friday breakout session at the GSRMA Conference with John Kelley was very interesting.

President Viegas mentioned that the Friday breakout session was more relevant to some of County staff and that Gordon Graham is a dynamic speaker.

7. 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 August 1, 2018 and November 30, 2018 for approval; and claims payments made August 2018 through November 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, Turner, Roberts, Atwal
Noes:	None
Absent:	None
Abstain:	None

- b) James Marta & Company Presentation

James Marta from James Marta & Company provided the board with a presentation of GSRMA's annual financial audit.

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

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

c) Review of issues related to GSRMA board stipend

Chief Operations Officer Krepelka advised that the IRS has required board members who receive a stipend be considered employees vs independent contractors and should be added to payroll. There was discussion regarding the possible ways to address the issue.

Counsel Gary Krup advised that the risk to not making any changes would be very minimal and expense could be unreasonable. The Board decided to table this matter for additional information and discussion at a later meeting.

No action was taken.

8. GSRMA MEMBERSHIP:

a) New members for Board ratification

- Sacramento Transportation Authority
- California Cannabis Authority
- Princeton Water Works District
- Hornbrook Fire Protection District
- Isla Vista Community Services District

Executive Director Schimke presented the new members for Board ratification.

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

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

b) Revocation of pool membership for Butte City Community Services District

Executive Director Schimke updated the board on the status of Butte City CSD's compliance with the requirements as set forth by the board at the September meeting. He noted that proof of compliance was provided very late by the District. He noted that based on a review of said material the District was in substantial compliance. However, there are still several items that need to be addressed. Executive Director Schimke advised the board that the Board could take action to terminate Butte City CSD or to direct staff to continue to work with the District and take final action at the May 8, 2019 meeting.

The board had a lengthy discussion regarding this issue. A motion was presented by Board Member Turner and seconded by Board Member Ward to table final action until

the May meeting and to have staff continue to work with this District. The motion carried by the following roll call vote:

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

c) New Employee Benefits members for Board ratification

- Drainage District No. 100 – Medical
- California Fair Services Authority – Dental
- California Authority of Racing Fairs - Dental

Executive Director Schimke presented the new members for Board ratification.

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

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

d) Revocation of Employee Benefits membership

- Tehachapi Cemetery District

Executive Director Schimke advised the board that the District no longer had any employees and their participation in the program was no longer needed.

A motion to revoke membership 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, Turner, Roberts, Atwal
Noes: None
Absent: None
Abstain: None

9. ADMINISTRATION:

- a) Approval of Candidate Districts for incoming Board Member election for Fire and Special District’s representation. The Candidate Districts are:

Fire District	Special District
Ukiah Valley Fire	Hamilton City Community Services District
Williams Fire Protection District	Lake Shastina Community Services District
Downieville Fire Protection District	Reclamation District 784
Comptche Community Services District	Artois Community Services District

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

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

- b) Approval to cancel Jeppson & Griffin HR hotline services agreement effective 2/28/19

Executive Director Schimke recommended termination of the HR hotline services.

A motion to cancel Jeppson & Griffin HR hotline services as presented was moved by Vice-President Corum and seconded by Board Member Ward. The motion carried by the following roll call vote:

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

- c) Approval to utilize services offered by Eyres Law Group for HR hotline and other services effective 1/10/19.

Executive Director Schimke requested approval to utilize the Labor Law Employment Practices Services by Eyres Law Group for HR hotline assistance effective 1/10/19.

A motion to approve services offered by Eyres Law Group for HR hotline and other services as presented was moved by Vice-President Corum and seconded by Board Member Roberts. The motion carried by the following roll call vote:

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

10. FUTURE MEETINGS:

- March 13, 2019
- May 8, 2019
- July 10, 2019

11. CLAIMS REPORTS:

a) Current Claims

Executive Director Schimke reported to the Board the status on the following claims:

- Paradise and Kimshew Cemetery District's reported losses due to the Camp fire November 8, 2018.

No action was taken by the Board

b) Closed Session (Pending Litigation)

The Board of Directors did meet in closed session.

c) Reconvene to Open Session

Nothing to report.

d) Report any action taken during Closed Session

Nothing to report.

12. ADJOURNMENT:

The Board meeting adjourned at 8:06 PM.