

**BOARD OF DIRECTORS
MEETING MINUTES
September 20, 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 Bergson, John Viegas, Keith Corum and James "Buck" Ward

Directors joined via WebEx:

George Ouzounian (joining in at 6:21 PM)

Directors Absent:

Michael Schaeffer and Kim Vann

Also present:

Executive Director Scott Schimke and Counsel Gary Krup. Leaving at 7:13 PM: Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Operations Manager Cathy Mudd, Finance/HR Manager Patti Powers, Safety Officer Mark Marshall and Administrative Assistant Tracey Crosby.

3. UNSCHEDULED MATTERS

No unscheduled matters were discussed.

4. CONSENT AGENDA

Executive Director Schimke reviewed with the Board the consent agenda. Board Members Ward and Bergson recused themselves from the vote for the May 11, 2016 minutes as they have previously, stating they did not feel comfortable voting on minutes of a meeting that they did not attend. Board Member Corum recused himself from the vote for the July 13, 2016, minutes as he was not in attendance that evening. As a result, the Board did not have a quorum to sustain a vote for either set of meeting minutes. These items will be brought back to the Board at its January 11, 2017, meeting. No action was taken by the Board.

5. INFORMATION – REPORTS:

a) Member Services/Loss Prevention

Assistant Risk Manager Peters reviewed information on the following:

- The GSRMA 12th Annual Conference, which will be held on October 20-21, 2016. The conference is coming together well and we have seen considerable interest from members including strong registration volume to-date. On Thursday of the conference, Mike Fleming the CEO of CSAC-EIA and Chair of the CAJPA Accreditation Committee will present Executive Director Schimke with GSRMA's CAJPA Accreditation plaque.
- Member visits since last board meeting including the PCA Conference held August 26, 2016, which was attended by four staff members.
- Current awards for the Loss Prevention Subsidy Fund.
- Our yearly Data Collections/Renewal Questionnaire process. Staff have begun follow-up with members who have not returned their questionnaires.
- Property Appraisals. As part of the CSAC-EIA property program, every five years appraisals are conducted of GSRMA members' property valued at \$250,000 or above. Staff will be reaching out to members making contact and explaining the process. Appraisals will start approximately November 1, 2016.
- Our Employee Benefits Program. On October 1, 2016, we are changing our Third Party Administrator to Business Solver. This will improve the efficiency and customer service of this program. Also, Open Enrollment runs from October 1 – 31. Staff are very busy preparing for these changes. The 2017 program rates have been finalized, and our 2017 Health Plan Brochure is in the final stages of design and printing.

No action was taken by the Board

b) Claims

Executive Director Schimke shared with the Board that Gale Hamon, our longtime workers' compensation claims examiner, will be retiring September 30, 2016. A new employee has been hired and will be starting mid-October. No Action was taken by the board.

c) Executive Director

Executive Director Schimke reviewed information on the following:

- The CAJPA Annual Conference was held September 13-16, 2016, and attended by staff members Schimke, Krepelka, Peters, Alderman, and Michael along with board members Ouzounian, Schaeffer and Corum.
- The PARMA Conference & Expo will be held on February 12-15, 2017 in Anaheim, CA.
- The status of items covered during July's strategic planning session. Going forward, a review of the status of items in GSRMA's Strategic Plan will be shared and discussed with the Board at each board meeting.
- A Professional E&O contract is in the works for Ardee, Inc. to be presented to the Board by the July, 2017 Board meeting.

No action taken by the Board

d) Board Comments:

No comments were presented by the Board.

6. FINANCE REPORTS:

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

Financial/HR Manager Powers presented and reviewed with the Board the disbursements made between June 1, 2016 and July 31, 2016 for approval; claims payments made June 2016 through July 2016 for ratification; and financial reports through July 31, 2016; CSAC-EIA Auditor Confirmation document.

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

Ayes: Board Members Viegas, Ouzounian, Ward, Corum and Bergson
Noes: None
Absent: Board Members Schaeffer and Vann

7. MEMBERSHIP

- a) New Members for Board consideration

Assistant Risk Manager Peters presented new members for Board consideration: Modoc Transportation Agency and Modoc County Transportation Commission.

A motion to approve the membership for the above mentioned districts was moved by Board Member Corum and seconded by Board Member Ward. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ouzounian, Ward, Corum and Bergson
Noes: None
Absent: Board Members Schaeffer and Vann

8. ADMINISTRATION:

- a) Notice of Termination and Cancellation – Artesia Cemetery District

Executive Director Schimke presented and reviewed with the Board the Notice of Termination and Cancellation of Artesia Cemetery District effective July 1, 2016.

A motion to approve Termination and Cancellation of Artesia Cemetery District effective July 1, 2016 as presented was moved by Board Member Bergson and seconded by Board Member Corum. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ouzounian, Ward, Corum and Bergson
Noes: None
Absent: Board Members Schaeffer and Vann

- b) Delinquent Member agencies

Executive Director Schimke reported all members were current and no action was required. No action taken by the Board

c) Presentation of Draft Board Member Election process for 07/01/2016

Executive Director Schimke presented to the Board a Draft GSRMA Board Member Election Process Outline for the July, 2017, vacancies that will occur for fire and specials district representative.

A motion to approve Draft Board Member Election process was moved by Board Member Ward and seconded by Board Member Bergson. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ouzounian, Ward, Corum and Bergson
Noes: None
Absent: Board Members Schaeffer and Vann

9. FUTURE MEETINGS:

- November T.B.D.
- January 11, 2017
- March 8, 2017

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 7:13 PM and adjourned closed session at 7:21 PM.

11. ADJOURNMENT:

The Board meeting adjourned at 7:22 PM.