

**BOARD OF DIRECTORS  
MEETING MINUTES  
July 10, 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, James "Buck" Ward, Rick Beale, Keith Corum, Jack Cavier

Directors joined via WebEx:

Doug Turner

Directors Absent:

Michael Craddock

Also present:

Executive Director Scott Schimke, Counsel Gary Krup, Assistant Risk Manager Jennifer Peters, Administrative Assistant Sam Taylor and Account Technician Ryan Schimke

**3. UNSCHEDULED MATTERS:**

No unscheduled matters were discussed.

**4. CONSENT AGENDA:**

a) May 8, 2019 meeting minutes

Executive Director Schimke reviewed the May 8, 2019, meeting minutes.

A motion to approve the May 8, 2019, meeting minutes was moved by Board Member Ward and seconded by Board Member Corum. The motion carried by the following roll call vote:

Ayes:	Board Members Viegas, Ward, Cavier, Beale, Turner, Corum
Noes:	None
Absent:	Craddock

## 5. INFORMATION – REPORTS:

### a) Member Services/Loss Prevention

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

- LPSF 18/19 fiscal year-end review.
- Member visits and training programs since May 8, 2019 Board meeting.
- GSRMA's 15<sup>th</sup> Annual Conference will be held October 23/24, 2019 at Colusa Casino. Training schedule and registration soon to follow. Keynote speaker Randy Anderson.
- HR Hotline summaries breakdown for both Jeppson/Griffin and Eyres Law Group for year-end 2018/19.
- TargetSolutions Utilization year-end Report for 2018/19.
- Membership status update.
- 2020/21 Member Notice of Intent to withdraw.
- CAJPA re-accreditation audit will be finalized August, 2019.
- EmpBen open enrollment October 1-31, 2019.

No action was taken by the Board

### b) Claims

Executive Director Scott Schimke updated the Board on the following:

- Metadata fiscal year-end cost savings for 2018/19.

No action was taken by the Board

### c) Executive Director

Executive Director Schimke updated the Board on the following items:

- CAJPA Conference: September 10-13, 2019 in South Lake Tahoe.
- PARMA Conference: February 25-28, 2020 in Monterey.

No action was taken by the Board

### d) Board Comments:

John Viegas reported on the County having received their RMAP award and thanked GSRMA. Keith Corum reported that he suggested the RMAP program to the Hamilton City CSD/ Library for additional funding.

No action was taken by the Board

## 6. FINANCE REPORTS:

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

Account Technician Ryan Schimke reviewed with the Board the disbursements made between April 1, 2019 through May 31, 2019 for approval; claims payments made April 1, 2019 through May 31, 2019 for ratification; and financial reports through May 31, 2019.

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

Ayes: Board Members Viegas, Ward, Cavier, Beale, Turner, Corum  
Noes: None  
Absent: Craddock

## 7. GSRMA MEMBERSHIP:

- a) New members for Board ratification

Executive Director Schimke presented the following new Member for Board ratification.

- Potter Valley Cemetery District

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

Ayes: Board Members Viegas, Ward, Cavier, Beale, Turner, Corum  
Noes: None  
Absent: Craddock

## 8. ADMINISTRATION:

- a) 2019/20 Risk Management Accreditation Program (RMAP)

Assistant Risk Manager Peters updated the Board on member accreditation awards and provided pictures of member presentations. For the 2019/20 fiscal year staff is recommending revising the application process to include SB 929 and SB 1343 compliance, and requiring attendance at GSRMA's annual conference. Additional changes would include an increase for the maximum award from \$50,000 to \$75,000.

A motion to approve the modifications to the 2019/20 RMAP Program 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, Ward, Beale, Cavier, Turner, Corum  
Noes: None  
Absent: Craddock

- b) GSRMA Board Member Election Timeline – 2020 Vacancies

Executive Director Schimke presented to the Board the GSRMA 2020 Board Member Election Timeline for the upcoming vacancies that will occur for School/City/Cemetery district representatives.

A motion to approve the 2020 GSRMA Board Member Election Timeline was moved by Board Member Corum and seconded by Board Member Cavier. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Turner, Corum, Beale, Cavier  
Noes: None  
Absent: Craddock

c) Strategic Planning Session 2019/20

Executive Director Schimke reviewed with the Board GSRMA's Strategic Plan for 2019/20.

Mr. Schimke discussed each of the following main focus areas in detail:

Major Focus Areas

- Revise internal structure for provision of risk management and risk control services
- Practical use of Analytics
- Enhance Member Experience
- Enhance Board Member Experience

Board Member Viegas suggested that staff explore options regarding legislative changes. Specifically being involved in some fashion and shaping key bills with the board and membership.

A motion to approve the Strategic Plan for 2019/20 as presented with the addition of the legislative process was moved by Board Member Ward and seconded by Board member Corum. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Turner, Cavier, Ward, Beale, Corum  
Noes: None  
Absent: Craddock

d) Approval of Revised 2019/20 Budget

Executive Director Scott Schimke reviewed with the Board the revisions of the budget since May 8, 2019.

A motion to approve the amended budget as presented 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, Ward, Cavier, Beale, Turner, Corum  
Noes: None  
Absent: Craddock

e) Approval of GSRMA Underwriting Policy.

Assistant Risk Manager Jennifer Peters presented and reviewed with the Board the revisions of the Underwriting Policy.

A motion to approve the amended Underwriting Policy as presented was moved by Board Member Cavier and seconded by Board Member Corum. The motion carried by the following roll call votes:

Ayes: Board Members Viegas, Ward, Cavier, Beale, Turner, Corum  
Noes: None  
Absent: Craddock

**9. FUTURE MEETINGS:**

- November T.B.D.
- January 8, 2020
- March 11, 2020

**10. CLAIMS REPORTS:**

a) Current Claims

None to report.

b) 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 met in closed session at 7:26 PM.

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 7:32 PM.