**BOARD OF DIRECTORS**

**MEETING MINUTES**

**January 13, 2021**

Executive Director Schimke 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:**

Board Members present:

Gina Taylor, Rick Beale, Jack Cavier

Board Members joined via Zoom:

Isaiah Wright, Paul Barr, Doug Turner

Board Member Absent:

Keith Corum

Also present:

Executive Director Scott Schimke, Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Claims Manager Tricia Alderman, Administrative Assistant Sam Taylor, Accounting Technician Ryan Schimke, Risk Control Advisor Brian Edinger, and General Counsel Gary Krup, James Marta arrived at 6:30, departing at 7:03 (via Zoom)

1. Virtual Meeting Protocol Instructions
2. **ELECTION OF OFFICERS FOR 2021:**

Executive Director Schimke advised the Board that, pursuant to GSRMA’s governing documents, the Board needed to elect a President and Vice-President for 2021. A motion to elect Keith Corum for President and elect Gina Taylor for Vice-President was moved by Board Member Barr and seconded by Board Member Turner. The motion carried by the following vote:

Ayes: Board Members Beale, Taylor, Cavier, Wright, Barr, Turner

Noes: None

Absent: Corum

Abstain: None

1. **UNSCHEDULED MATTERS:**

No unscheduled matters were discussed.

1. **CONSENT AGENDA:**

Executive Director Schimke reviewed the consent agenda including the November 18, 2020, meeting minutes.

A motion to approve the consent agenda, with the correction to reflect the meeting date from November 11 to November 18 including to reaffirm Treasurer’s authority and reaffirm GSRMA Conflict of Interest Code, was moved by Board Member Cavier and seconded by Board Member Wright. The motion carried by the following vote:

Ayes: Board Members Beale, Taylor, Cavier, Wright, Turner, Barr

Noes: None

Absent: Corum

Abstain: None

1. **INFORMATION – REPORTS:**
2. Member Services/Loss Prevention

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

* Review of Member visits and training programs since the November 18, 2020 meeting
* Status of the 2020-21 Loss Prevention Subsidy Fund Program
* PARMA Virtual Conference February 3-5 registration is now open
* Update on COVID with sample notices, testing requirements, blog articles on GSRMA newly updated Web-site
* Sneak peek of GSRMA’s 2020 Annual Report with the theme ‘Resiliency’ which will be out to the members later this month and to the board in their March packets
* RMAP sign up’s deadline December 7. Loss Exposure Experience Plan (LEEP) meetings will conclude at the end of February, 2021
* Labor law posters will be sent out next week

No action was taken by the Board.

1. Claims

Claims Manager Alderman updated the Board on the following item:

* Members using tracking and reporting logs are in compliance
* Two new workers’ compensation COVID claims filed since November, 2020

No action was taken by the Board.

1. Executive Director

Executive Director Schimke updated the Board on the following items:

* GSRMA staff involvement with industry partners
* SELF AB 218 assessment invoice review
* GSRMA web-site update

No action was taken by the Board.

1. Board Comments:

* None

1. **FINANCE REPORTS:**
   1. 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 October 1, 2020 through November 30, 2020; claims payments made between October 1, 2020 through November 30, 2020.

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

Ayes: Board Members Beale, Taylor, Cavier, Wright, Barr, Turner

Noes: None

Absent: Corum

Abstain: None

* 1. James Marta & Company Presentation

James Marta from James Marta & Company provided the Board with a presentation of GSRMA’s 2019/2020 annual financial audit.

A motion to approve the 2019/2020 annual financial audit as presented was moved by Board Member Cavier and seconded by Board Member Turner. The motion carried by the following roll call vote:

Ayes: Board Members Beale, Taylor, Cavier, Wright, Barr, Turner

Noes: None

Absent: Corum

Abstain: None

1. **MEMBERSHIP**
2. New members for Board ratification

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

* Investment Trust of California dba: CalTrust
* Little Egbert Joint Powers Agency

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

Ayes: Board Members Beale, Taylor, Cavier, Wright, Turner, Barr

Noes: None

Absent: Corum

Abstain: None

1. **ADMINISTRATION:**
2. Approval of Candidate Districts for incoming board member election for Fire and Special District representation.

Executive Director Schimke advised the board there were no districts that submitted a nomination. Staff is busy contacting Fire and Special districts and will submit an update at the March meeting. According to the Election timeline, if no nominations are received, the board can appoint individuals qualified to fill the vacant positions.

1. Delinquent Member Agencies

Chief Operations Officer Krepelka updated the board the three agencies that were delinquent in their annual payments. Krepelka informed the board that Riverfront JPA has had its funding pulled and will be shutting down, Elk Creek Cemetery and Siskiyou County Service Area #4, have paid in full.

No action was taken by the Board.

1. **FUTURE MEETINGS**:

* March 10, 2021
* May 12, 2021
* July 14, 2021

**CLAIMS REPORTS:**

1. Current Claims

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

* Napa Berryessa RID, Lake Berryessa RID, and Berry Creek CSD property losses from the 2020 wildfires are covered and estimated losses are at approximately 4 million dollars
* Finalized and closed both Kimshew Cemetery and Paradise Cemetery claims from the Camp Fire
* Update on the 2020 wildfire Business Interruption claims

No action was taken by the board.

1. 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 did not meet in closed session.

1. Reconvene to Open Session

Nothing to report.

1. Report any action taken during Closed Session

Nothing to report.

1. **ADJOURNMENT:**

The Board meeting adjourned at 7:15 PM.