**BOARD OF DIRECTORS**

**MEETING MINUTES**

**January 12, 2022**

Board President Corum 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:

Keith Corum, Rick Beale, Paul Barr, Gina Taylor, Ron Goings

Board Members joined via Zoom: John Viegas

Board Member Absent: Isaiah Wright

Also present:

Executive Director Scott Schimke, Chief Operations Officer Rick Krepelka, and via zoom: Assistant Risk Manager Jennifer Peters, Claims Manager Tricia Alderman, Accounting Technician Ryan Schimke, Risk Control Analyst Brian Edinger, General Counsel Gary Krup, James Marta from James Marta & Company, LLP, Michael Coogan from MC2 (arriving at 6:45 and departing at 7:00)

1. **ELECTION OF OFFICERS FOR 2022:**

Executive Director Schimke advised the Board that, pursuant to GSRMA’s governing documents, the Board needed to elect a President and Vice-President for 2022. A motion to elect Keith Corum for President and elect Gina Taylor for Vice-President was moved by Board Member Viegas and seconded by Board Member Beale. The motion carried by the following vote:

Ayes: Board Members Corum, Taylor, Beale, Viegas, Goings, Barr

Noes: None

Absent: Board Member Wright

1. **UNSCHEDULED MATTERS:**

No unscheduled matters were discussed.

1. **CONSENT AGENDA:**

Executive Director Schimke reviewed the consent agenda including the September 8, 2021, meeting minutes, Reaffirmation of the Treasurer’s Authority to Invest, and the GSRMA Conflict of Interest Code.

A motion to approve the consent agenda of the September 8, 2021, meeting minutes, including to reaffirm Treasurer’s authority and reaffirm GSRMA Conflict of Interest Code, was moved by Board Member Barr and seconded by Board Member Taylor. The motion carried by the following vote:

Ayes: Board Members Corum, Taylor, Beale, Viegas, Goings, Barr

Noes: None

Absent: Board Member Wright

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 August 1, 2021, and November 30, 2021; claim payments made between August 1, 2021, and November 30, 2021, and the Treasurer’s report.

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

Ayes: Board Members Corum, Beale, Barr, Taylor, Goings and Viegas

Noes: None

Absent: Board Member Wright

* 1. James Marta & Company Presentation

James Marta from James Marta & Company, LLP provided the Board with a presentation of GSRMA’s 2020/2021 annual financial audit.

A motion to approve the 2020/2021 annual financial audit as presented was moved by Board Member Taylor and seconded by Board Member Barr. The motion carried by the following roll call vote:

Ayes: Board Members Corum Beale, Taylor, Viegas, Barr, Goings

Noes: None

Absent: Board Member Wright

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 September 8, 2021, meeting
* Review of the Loss Prevention Subsidy Fund Program
* 2022 Annual Report – Themed “Adversity”
* GSRMA Annual Conference rescheduled for October 2022
* Update on CAJPA Re-Accreditation
* COVID update from Jennifer Peters and Tricia Alderman

No action was taken by the Board.

1. Claims

* No report

No action was taken by the Board.

1. Executive Director

Executive Director Schimke updated the Board on the following items:

* CAJPA conference September 13-16, 2022, in South Lake Tahoe
* PARMA conference February 27 – March 2, 2022
* GSRMA Staff Involvement 2022
* 2021-22 Strategic Planning Update
* New GSRMA logo revealed
* MC2 report
* New Accounting Software – Sage Intacct
* New phone system
* Board Member Professional Development Program – $35,000 allowed per year, $3,596.23 paid to date

No action was taken by the Board.

1. Board Comments:

None.

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

* Tulare Public Cemetery District

Executive Director Schimke presented the new member for Board ratification.

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

Ayes: Board Members Corum, Beale, Barr, Taylor, Goings and Viegas

Noes: None

Absent: Board Member Wright

1. Member Changes

* South Shasta Cemetery District (merger between Cottonwood and Anderson cemetery districts)
* Fall River Valley Fire Protection District (merger between Fall River Mills and McArthur fire protection districts)

No action was taken by the Board.

1. **ADMINISTRATION:**

Approval of Candidate Districts for incoming Board member election for Cities, Cemeteries and School Districts representation (effective July 1, 2022). The Candidate Districts are:

|  |  |  |  |
| --- | --- | --- | --- |
| **Cemetery District** | **Date Rec** | **Via** | **By** |
| Santa Maria Cemetery District | 9/30/2021 | E-mail | Ron Jacobs |
| Chowchilla Cemetery District | 11/9/2021 | E-mail | Michelle Sabin |
| Orland Cemetery District | 12/20/2021 | E-mail | Rob Christian |
| **Cities** |  |  |  |
| City of Crescent City | 12/10/2021 | E-mail | Eric Wier |
| City of Orland | 11/3/2021 | E-mail | Jennifer Schmitke |
| **School District** |  |  |  |
| Willows USD | 9/30/2021 | E-mail | Emmett Koerperich |

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

Ayes: Board Members Corum, Viegas, Beale, Taylor, Goings, Barr

Noes: None

Absent: Board Member Wright

**10. FUTURE MEETINGS:**

* March 9, 2022
* May 11, 2022
* July 13, 2022

**11. CLAIMS REPORTS:**

1. Current Claims:

Executive Director Schimke updated the board on a potential large COVID-19 workers’ compensation claim.

1. Closed Session (Pending Litigation):

The Board of Directors of the Golden State Risk Management Authority did not meet in closed session.

1. Reconvene to Open Session: N/A
2. Report any action taken during Closed Session

Nothing to report.

**ADJOURNMENT:**

The Board meeting adjourned at 7:09 PM.