

**BOARD OF DIRECTORS
MEETING MINUTES
July 12, 2023**

Board Member Viegas called the regular Board meeting of the Golden State Risk Management Authority to order at 6:09 PM.

1. WELCOME AND INTRODUCTIONS:

2. ROLL CALL:

Board Members present:

John Viegas, Rick Beale

Board Members joined via Zoom: Jim Yoder, Angela Spease

Board Member Absent: Tom Arnold, Gina Taylor, Isaiah Wright

Also present:

Executive Director Scott Schimke, Chief Operations Officer Rick Krepelka, Assistant Risk Manager Jennifer Peters, Director of Claims Tricia Alderman, Chief Information Officer Dave Glende, Executive Assistant Erica Forster, and Underwriter Liz Smith. Via Zoom: IT Manager Sam Adams, General Counsel Doug Alliston, Employee Benefits Specialist Naomi Whatley, and Chief Financial Officer Jennifer Chilton from James Marta & Company.

3. UNSCHEDULED MATTERS:

No unscheduled matters were discussed.

4. COMMUNICATION FROM THE PUBLIC - PUBLIC COMMENT

No comment from the public.

5. CONSENT AGENDA:

Executive Director Schimke reviewed the consent agenda including the May 10, 2023, meeting minutes.

A motion to approve the consent agenda was moved by Board Member Beale. Board Member Yoder seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale
Noes: None
Absent: Tom Arnold, Gina Taylor, Isaiah Wright

6. INFORMATION - REPORTS:

a) Member Services/Loss Prevention

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

- GSRMA Oct 19 & 20 conference flyer
- Members giving notice to withdraw
- Loss Prevention Subsidy Fund 22-23
- Member visits, meetings, and trainings completed since May 2023

No action was taken by the Board.

b) Claims

Claims Manager Alderman updated the Board on the following items:

- CAJPA's notice to oppose SB 623 Coalition letter
- Claims audit score of 96.67
- Introduction of new employee Amy Gunter

No action was taken by the Board.

c) Employee Benefits

Employee Benefits Specialist Whatley updated the Board on the following items:

- Employee benefits webinar for members July 19th
- Current number of employee benefits members

No action was taken by the Board.

d) Executive Director

Executive Director Schimke updated the Board on the following items:

- CAJPA Conference September 12-15, 2023
- PARMA Conference February 20-23, 2024
- Broadmoor PPD is no longer a GSRMA member effective July 1, 2023

No action was taken by the Board.

e) Board Comments

None

7. FINANCE REPORTS:

a) Approval of financial payments and reports

- Current bills for payment approval
- Claims payment accounts transaction summaries
- Financial Reports

Chief Financial Officer Jennifer Chilton noted that there were no updates to the previously presented bills and financial reports and suggested that no action be taken. Quarterly financials will be presented going forward.

No action was taken by the Board.

b) Contract for Audit Services

- Consider contract for audit services from Moss Adams

Chief Financial Officer Jennifer Chilton presented staff's recommendation to approve Moss Adams 3 year contract for auditor services.

A motion to approve Moss Adams for audit services was moved by Board Member Yoder. Board Member Spease seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

c) Authorized access to LAIF

- Resolution to authorize additional users for LAIF

Chief Financial Officer Jennifer Chilton presented staff's recommendation adding Jennifer Chilton and Ritesh Sharma of James Marta & Co to LAIF.

A motion to approve was moved by Board Member Yoder. Board Member Spease seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

d) Revised Budget for 23-24

Chief Financial Officer Jennifer Chilton shared with the Board the updated budget. She stated that claims and excess costs were the main drivers of the increase from the previous year. This increase was still lower than projected.

A motion to approve the revised budget for 23-24 was moved by Board Member Beale. Board Member Yoder seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

8. GSRMA MEMBERSHIP

a) New member for Board Ratification

Underwriter Liz Smith presented staff recommendation to ratify membership to Eastern Contra Costa Transit Authority effective 7/1/23 and Ukiah Valley Basin Groundwater Sustainability Agency with a "to be determined" effective date.

A motion to ratify the membership of Eastern Contra Costa Transit Authority and Ukiah Valley Basin Groundwater Sustainability Agency was moved by Board Member Yoder and seconded by Board Member Spease. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

b) New Emp Ben Member for Board Ratification

Specialist Whatley presented staff recommendation to ratify membership to Napa County Mosquito Abatement District effective 9/1/23.

A motion to ratify the membership of Napa County Mosquito Abatement District was moved by Board Member Beale. Board Member Yoder seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

9. ADMINISTRATION:

a) GSRMA Board Member Election Timeline – Appointments to GSRMA Board for City, Cemetery, and School District representation (effective July 1, 2024).

Executive Director Schimke presented and recommended the Board Member Election Timeline for City, Cemetery and School District representation.

A motion to approve was moved by Board Member Yoder. Board Member Spease seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

b) Modifications to the Risk Management Accreditation Program (RMAP) for 2023-24

Assistant Risk Manager Peters shared and recommended modifications to the RMAP program.

A motion to approve was moved by Board Member Yoder. Board Member Beale. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale

Noes: None

Absent: Tom Arnold, Gina Taylor, Isaiah Wright

c) Strategic planning session for 2023-24

Executive Director Schimke presented staff's recommendation to approve the following strategic action items for the coming year:

- Improve Board meeting experience
- Refine underwriting process
- Separate property, WC, and GL into stand-alone programs
- Advance financial reporting
- Improve employee benefits program
- Meet Intacct and Origami Implementation goals

A motion was moved by Board Member Yoder. Board Member Spease seconded the motion. The motion carried unanimously as follows:

Ayes: Board Members Jim Yoder, John Viegas, Angela Spease, Rick Beale
Noes: None
Absent: Tom Arnold, Gina Taylor, Isaiah Wright

10. FUTURE MEETINGS:

- September 27, 2023
- November - TBD
- January 10, 2024

11. CLAIMS REPORTS:

a) Current Claims:

No updates were presented to the Board.

No action was taken by the Board.

b) Closed Session (Pending Litigation):

The Board of Directors of the Golden State Risk Management Authority went into closed session at 7:36pm and concluded closed session at 7:41pm.

ADJOURNMENT:

The Board meeting adjourned at 7:42 PM.