



# Yolo County Public Agency Risk Management Insurance Authority

## MINUTES

February 5, 2019

The regular meeting of the Yolo County Public Agency Risk Management Insurance Authority was called to order by President Sheila McShane at 9:10 a.m. at YCPARMIA, 77 W. Lincoln Avenue, Woodland, CA.

### **ROLL CALL**

**BOARD MEMBERS PRESENT:** Sheila McShane (*City of Woodland*), Jill Cook (*County of Yolo*), Leah Smith (*Esparto USD*), Liane Lee (*City of West Sacramento*), Janet Emmett (*City of Davis*), Crystal Zargoza (*City of Winters*)

**ABSENT:** None

**OTHERS:** Jeffrey Tonks (*YCPARMIA CEO/Risk Manager*), Charlotte Garber (*YCPARMIA Administrative Assistant*), Holly Lyon (*YCPARMIA Accountant*)

### **APPROVAL OF AGENDA**

It was moved by Janet Emmet, seconded by Jill Cook, that the agenda be approved. Said motion was unanimously carried.

THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY MATTER, WHETHER OR NOT IT IS ON THE AGENDA, BUT STATE LAW PROHIBITS ACTION BY THE BOARD ON NONAGENDA ITEMS.

### **COMMUNICATIONS**

Board Members. Board Members communicated with other members various things happening at their entity.

CEO/Risk Manager. CEO/Risk Manager communicated various things happening at YCPARMIA.

Next Meeting. Discussed the next meeting date.

### **CONSENT CALENDAR**

The Consent Calendar consisted of the minutes of the regular Board Meeting of December 4, 2018. It was moved by Jill Cook and seconded by Crystal Zaragoza that the minutes of the previous Board meetings be approved. Said motion was unanimously carried.

**ACTION ITEMS**

No Action Items

**INFORMATION ITEMS**

YCPARMIA Financial Report. The YCPARMIA Financial reports through December 31, 2018 (Exhibit "A") were reviewed by the Board.

YCPARMIA Investment Statement. The YCPARMIA Investment Statement and Yolo County Treasurer's Investment Report through December 31, 2018 (Exhibit "B") were reviewed by the Board.

Notification of New Claims Received Since the Previous Board Meeting. The CEO/Risk Manager reviewed with the Board the list of Liability claims since the last Board meeting (Exhibit "C").

Closed Liability Files. The CEO/Risk Manager reviewed with the Board the list of Closed Liability claims since the last Board meeting (Exhibit "D").

Certificates Issued. The CEO/Risk Manager reviewed the list of certificates that were issued since the previous Board meeting (Exhibit "E").

Workers' Compensation Loss Run Summary. The CEO/Risk Manager reviewed with the Board the Workers' Compensation Loss Run Summary as of December 31, 2018 (Exhibit "F").

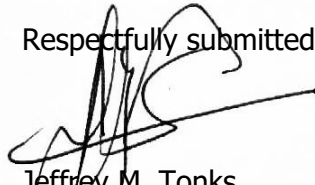
Strategic Planning. The CEO/Risk Manager opened the floor for any future planning issues..

At 10:25 a.m. it was moved by Liane Lee, seconded by Janet Emmett that the board meeting go to Closed Session. Said motion was unanimously carried.

At 11:10 a.m., the Board reconvened to open session. In Closed Session it was moved by Jill Cook, seconded by Janet Emmett that the CEO/Risk Manager position receive a 8% COLA.

At 11:15a.m. being no further business, it was moved by Janet Emmett, seconded by Crystal Zaragoza, that the meeting be adjourned. Said motion was unanimously carried.

Respectfully submitted,



Jeffrey M. Tonks  
CEO/Risk Manager