



Yolo County Public Agency Risk Management Insurance Authority

MINUTES

March 22, 2018

The regular meeting of the Yolo County Public Agency Risk Management Insurance Authority was called to order by President Sheila McShane at 8:40 a.m. at YCPARMIA located at 77 West Lincoln Avenue, Woodland, CA.

ROLL CALL

BOARD MEMBERS PRESENT: Janet Emmett (*City of Davis*), Sheila McShane (*City of Woodland*), Gary Engel (*County of Yolo*), Nanci Mills (*City of Winters*), Debbie Howard (*Esparto USD*), Kryss Rankin (*City of West Sacramento*)

ABSENT: None

OTHERS: Jeff Tonks (*YCPARMIA CEO/Risk Manager*), Charlotte Garber (*YCPARMIA Administrative Assistant*), Holly Lyon (*YCPARMIA Accountant*), Liane Lee (*City of West Sacramento*), Amanda Berlin (*City of West Sacramento*), Sydney Oam (*City of Davis*), Chris Bensch (*City of Davis*), Kim McKinney (*City of Woodland*), Jackie Jaskowiak (*County of Yolo*), Rebecca Spiva (*Esparto USD*), David Clovis (*CJPRMA, left at 10:00*), Marinda Griese (*YCPARMIA*), Lorene Leathers (*YCPARMIA*)

APPROVAL OF AGENDA

It was moved by Gary Engel, seconded by Janet Emmett, that the agenda be approved as submitted. 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.

David Clovis from CJPRMA presented Jeff Tonks with a plaque of appreciation from the Board of CJPRMA.

COMMUNICATIONS

Board Members.

Debbie Howard had nothing to report.

Janet Emmett reported that the City of Davis is doing negotiations, recruitments and their budget.

Gary Engel reported that the County of Yolo is doing training on communication after a disaster and have had changes in supervisors.

Kryss Rankin reported that the City of West Sacramento had a contract refresher training, working on negotiations and claims issues.

Nanci Mills reported that the City of Winters is working on the upcoming June elections, recruitment and negotiations.

Sheila McShane reported that the City of Woodland is working on their budget, their military leave policy and a new Fire Marshall.

CEO/Risk Manager.

The CEO/Risk Manager reported that CAJPA will be held in South Lake Tahoe between September 11th and 14th.

The CEO/Risk Manager reported that Charlotte Garber has submitted the information to CAJPA for the re-accreditation process.

The CEO/Risk Manager reported that YCPARMIA's MPN network has been re-accredited for the standard four year term by the State and we have changed the process to Network by Design administering the network.

The CEO/Risk Manager reported that there a reoccurring issue regarding testing employees for hearing loss. The Cal-OSHA standard is triggered by an exposure to an 8-hour time weighted average of 85 db, or greater.

The CEO/Risk Manager reminded the Board that the property program, with replacement coverage, is structured so that each loss has a \$1K member deductible, with the next \$24K pooled by YCPARMIA, and amounts over that are covered through CSAC-EIA. An exception is vehicle physical damage (valued under \$250K) has a \$10K deductible, with nothing pooled by YCPARMIA.

The CEO/Risk Manager reminded the Board that the YCPARMIA home page includes valuable information on risk, safety and claims.

Next Meeting. May 24, 2018

CONSENT CALENDAR

The Consent Calendar consisted of the minutes of the regular Board Meeting of January 25, 2018. It was moved by Kryss Rankin and seconded by Nanci Mills that the minutes of the previous Board meeting be approved. Said motion was unanimously carried.

ACTION ITEMS

Discussion and Acceptance of the 2018 Actuarial Study. The CEO/Risk Manager discussed with the Board the 2018 Actuarial Study (Exhibit "A"). After discussion, it was moved by Gary Engel, seconded by Janet Emmett that the Board accept the 2018 Actuarial Study to establish Program Reserves and Cash Payments (premiums) for the Liability and Workers' Compensation programs. Said motion was unanimously carried.

Actuary Service Contract. The CEO/Risk Manager reviewed with the Board the Actuary Service Contract with Aon (Exhibit "B"). After discussion, it was moved by Nanci Mills, seconded by Debbie Howard, that the Board approve the three year extension at an annual cost of \$6,950 with Aon Global Risk Consulting for YCPARMIA's annual actuary study. Said motion was unanimously carried.

Preliminary Budget for Fiscal Year 2018-2019. The CEO/Risk Manager discussed with the Board the preliminary budget for FY 2018-2019 (Exhibit "C"). After discussion, it was moved by Nanci Mills, seconded by Janet Emmett that the Board adopt the YCPARMIA Budget for FY 18/19. Said motion was unanimously carried.

Cordico (Arden Psyche) Six-Month Update Report. The CEO/Risk Manager discussed with the Board the Cordico (formerly Arden Psyche) Semi-Annual report that provides wellness services to public safety employees. (Exhibit "D"). After discussion, it was moved by Gary Engel, seconded by Kryss Rankin that the Board accept the report from Cordico. Said motion was unanimously carried.

Excess Liability Premiums. The CEO/Risk Manager discussed with the Board the excess Liability premiums and the concern regarding the upward swing of the premiums. David Clovis from CJPRMA added information regarding the premiums. After discussion, it was moved by Kryss Rankin, seconded by Nanci Mills that the Board direct President McShane to send a letter of concern to CJPRMA and invite David Clovis back to address the Board with more information regarding the excess liability premium trend. Said motion was unanimously carried.

Networks by Design Contract. The CEO/Risk Manager discussed with the Board the Networks by Design contract (Exhibit "E"). After discussion, it was moved by Gary Engel and seconded by Janet Emmett that the Board approve the proposed contract for MPN maintenance with Networks by Design. Said motion was unanimously carried.

Resolution of Appreciation to Jeffrey Tonks. President McShane presented the resolution of appreciation to the Board for Jeffrey Tonks (Exhibit "F"). It was moved by Janet Emmett, seconded by Nanci Mills that the board adopt the resolution of appreciation to Jeffrey Tonks and present him with a plaque. Said motion was unanimously carried.

INFORMATION ITEMS

YCPARMIA Financial Report. The YCPARMIA Financial reports through February 28, 2018 (Exhibit "G") were reviewed by the Board.

YCPARMIA Investment Statement. The YCPARMIA Investment Statement and Yolo County Treasurer's Investment Report through February 28, 2018 (Exhibit "H") 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 "I").

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

Workers' Compensation Loss Run Summary. The CEO/Risk Manager reviewed with the Board the Workers' Compensation Loss Run Summary as of February 28, 2018 and the monthly benefit payments. (Exhibit "K")

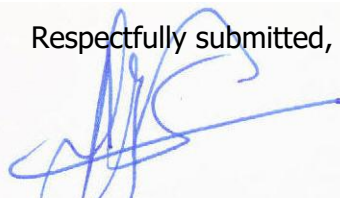
Certificates Issued. The CEO/Risk Manager reviewed the list of certificates that were issued since the previous Board meeting (Exhibit "L").

Projected Year-End Program Results and FY2018-2019 Premiums. The CEO/Risk Manager reviewed with the Board the projected year-end program results and the Preliminary 2017-2018 premiums (Exhibit "M"). The CEO/Risk Manager asked Holly Lyon to present the trending slides.

Strategic Planning. The CEO/Risk Manager gave opportunity to the Board to discuss trends and the succession planning.

At 11:55 a.m. being no further business, it was moved by Janet Emmett, seconded by Debbie Howard, that the meeting be adjourned. Said motion was unanimously carried.

Respectfully submitted,



Jeffrey M. Tonks
CEO/Risk Manager