



Yolo County Public Agency Risk Management Insurance Authority

MINUTES

May 26, 2016

The regular meeting of the Yolo County Public Agency Risk Management Insurance Authority was called to order by President John Perry at 8:30 a.m. at City of West Sacramento located at 1110 Capitol Ave. West Sacramento, CA.

ROLL CALL

BOARD MEMBERS PRESENT: Jackie Jaskowiak (*City of Davis*), Gary Engel (*County of Yolo*) and Rebecca Spiva (*Esparto USD*), John Perry (*City of West Sacramento*)

ABSENT: Sheila McShane (*City of Woodland*), Nanci Mills (*City of Winters*)

OTHERS: Jeff Tonks (*YCPARMIA CEO/Risk Manager*), Charlotte Garber (*YCPARMIA Administrative Assistant*), Lisa Carpenter (*YCPARMIA Accountant*)

APPROVAL OF AGENDA

It was moved by Jackie Jaskowiak, seconded by Gary Engel, 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.

COMMUNICATIONS

Board Members. Jackie Jaskowiak reported that the City of Davis new HR Manager, Janet Emmett will begin in June 20 and that the City is in negotiations.

Gary Engel reported that the County of Yolo is working on negotiations and that their budget is balanced.

Rebecca Spiva reported that the Esparto Unified School District is getting close to school being out.

John Perry reported that the City of West Sacramento has settled with all negotiation groups.

CEO/Risk Manager. The CEO/Risk Manager reported that PARMA will be held in Disneyland Hotel complex in February 2017.

The CEO/Risk Manager reported that CAJPA will be held in South Lake Tahoe between September 13th and 16th.

The CEO/Risk Manager reported that YCPARMIA will be installing the Mosquito unit to help stop repeated visits and damage from homeless campers.

The CEO/Risk Manager reported that YCPARMIA has received bids for new carpet and paint for the building.

The CEO/Risk Manager reported that the County of Yolo has appointed Gina Rowland to take Mindi Nunes place as their Board Director and Gary Engel will continue as the Board alternate.

Next Meeting. June 23, 2016

CONSENT CALENDAR

The Consent Calendar consisted of the minutes of the regular Board Meeting of March 31, 2016. It was moved by Jackie Jaskowiak and seconded by John Perry that the minutes of the previous Board meeting be approved. Said motion was unanimously carried.

ACTION ITEMS

Policy Regarding Prefunding of Member's Uncovered Claims. The CEO/Risk Manager reviewed with the Board the Policy Regarding Prefunding of Member's Uncovered Claims (Exhibit "A"). After discussion, it was moved by Jackie Jaskowiak, seconded by John Perry, that the Board modify the existing policy to add property losses to claims eligible for this policy.. Said motion was unanimously carried.

Physical Damage Pool Layer. The CEO/Risk Manager discussed with the Board changing the Physical Damage pool layer. After discussion, it was moved by Jackie Jaskowiak, seconded by John Perry that the Board create a pooled layer of \$50,000 in excess of \$50,000 on any physical damage losses that trigger the program's \$100,000 deductible. Said motion was unanimously carried.

YCPARMIA Litigation Policy and Procedures. The CEO/Risk Manager discussed with the Board the YCPARMIA Litigation Policy and Procedures (Exhibit "B"). After discussion, it was moved by Jackie Jaskowiak, seconded by John Perry that the Board accepts the updated Litigation Policy and Procedures. Said motion was unanimously carried.

West Plainfield Fire Protection District. The CEO/Risk Manager discussed with the Board the application for membership from the West Plainfield Fire Protection District. (Exhibit "C"). After discussion, it was moved by John Perry, seconded by Gary Engel that the Board approve the application for membership by the West Plainfield Fire Protection District effective 7/1/16. Said motion was unanimously carried.

INFORMATION ITEMS

YCPARMIA Financial Report. The YCPARMIA Financial reports through April 30, 2016 (Exhibit "D") were reviewed by the Board.

YCPARMIA Investment Statement. The YCPARMIA Investment Statement and Yolo County Treasurer's Investment Report through April 30, 2016 (Exhibit "E") 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 "F").

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

Workers' Compensation Loss Run Summary. The CEO/Risk Manager reviewed with the Board the Workers' Compensation Loss Run Summary as of April 30, 2016 and the monthly benefit payments. (Exhibit "H")

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

Lexipol Update. The CEO/Risk Manager reviewed with the Board the Lexipol update report (Exhibit "J").

Temporary Disability Graph. The CEO/Risk Manager reviewed with the Board the Temporary Disability Graph (Exhibit "K").

Willow Oak Fire Protection District. The CEO/Risk Manager advised the Board that the District's Commission has taken the necessary steps to activate membership and will be joining as an Associate member effective July 1, 2016.

Strategic Planning. The CEO/Risk Manager gave opportunity to the Board to discuss trends and reviewed the self-assessment audit spear-headed by the County (Exhibit "L"). City of West Sacramento showed the Board their Sybertech Waste containers (Exhibit "M") and their Mosquito units which have helped deter the homeless from close to their building.

At 10:35 a.m. being no further business, it was moved by Gary Engel, seconded by Jackie Jaskowiak, that the meeting be adjourned. Said motion was unanimously carried.

Respectfully submitted,

Jeffrey M. Tonks
CEO/Risk Manager