



Yolo County Public Agency Risk Management Insurance Authority

MINUTES

June 28, 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: Kryss Rankin (*City of West Sacramento*), Jill Cook (*County of Yolo*), Debbie Howard (*Esparto USD*), Nanci Mills (*City of Winters*), Sheila McShane (*City of Woodland*)

ABSENT: Janet Emmett (*City of Davis*)

OTHERS: Dennis Monahan (*YCPARMIA CEO/Risk Manager*), Charlotte Garber (*YCPARMIA Administrative Assistant*), Holly Lyon (*YCPARMIA Finance Analyst*), Lisa Carpenter (*YSAQMD*), David Clovis (*CJPRMA*), Lola Deem (*CJPRMA*), Tom Giles (*CJPRMA*)

APPROVAL OF AGENDA

It was moved by Debbie Howard, seconded by Nanci Mills, 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. Debbie Howard reported that regular school is almost done and a grant was approved for improvements.

Nanci Mills reported that the City of Winters that the city is done with negotiations and the new person taking her place will start 7/9.

Kryss Rankin reported that the West Sacramento that they are in the process of negotiations and dealing with a safety issue.

Jill Cook reported that the County of Yolo has a grant that was approved and doing negotiations.

Sheila McShane reported that the City of Woodland is working on the PERS unfunded liabilities, recruitment for new Fire Marshall, new hotel across the street from the Court, has a 2-year budget approved and counsel elections coming up in November.

CEO/Risk Manager. The CEO/Risk Manager reminded the Board that CAJPA is scheduled for September 12th – 15th in South Lake

The CEO/Risk Manager reported that PARMA will be held in Anaheim in February..

The CEO/Risk Manager reported that YCPARMIA will be hosting a new Board member primer on July 26th.

The CEO/Risk Manager reported that Marinda Griese is leaving her employment and going to CJPRMA.

The CEO/Risk Manager reported that YCPARMIA has posted the position for Investigator I with various job boards.

Next Meeting. August 23, 2018

CONSENT CALENDAR

The Consent Calendar consisted of the minutes of the regular Board Meeting of May 24, 2018. It was moved by Nanci Mills and seconded by Kryss Rankin that the minutes of the previous Board meeting be approved with corrections. Said motion was unanimously carried.

David Clovis, CEO of CJPRMA did a presentation to the Board regarding the Excess Liability program, overall claim activity in the market, how YCPARMIA compares with other CJPRMA members and reviewed the premium allocation process of CJPRMA (Exhibit "A")

ACTION ITEMS

Year-End Program Projections. The CEO/Risk Manager reviewed with the Board the year-end program projections as an information item (Exhibit "B").

Cash Payment for the General/Auto Liability Program for FY 18/19. The CEO/Risk Manager reviewed with the Board the cash payment of the General/Auto Liability program (Exhibit "C") as follows:

<u>ENTITY</u>	<u>CASH PAYMENT</u>
City of Davis	\$679,360.32
Esparto USD	66,340.20
West Sacramento	1,168,843.82
Winters	37,485.11
Woodland	340,523.85
Yolo	1,577,625.19
YECA	28,943.55
Yolo Solano	41,478.75

Capay	5,000.00
IHSS/Public Authority	5,000.00
Davis Cemetery	5,000.00
Law Library	541.48
Yolo Co. Habitat	2,500.00
Madison Fire	5,000.00
Winters Cemetery	5,000.00
Springlake FPD	500.00
East Davis FPD	500.00
No Man's FPD	500.00
Dunnigan FPD	5,000.00
LAFCO	500.00
Cottonwood Cemetery	500.00
Clarksburg FPD	5,000.00
Winters FPD	500.00
PORT	8,500.00
Madison Service Dist.	5,000.00
Woodland-Davis Clean Water	500.00
Willow Oak FPD	5,000.00
West Plainfield FPD	5,000.00
Valley Clean Energy	2,500.00
Esparto FPD	5,000.00
TOTAL	\$4,022,142.26

After discussion, it was moved by Debbie Howard, seconded by Kryss Rankin, that the Board approve the cash payment for FY18/19 and direct the CEO/Risk Manager to bill these cash payments after July 1, 2018. Said motion was unanimously carried.

Cash Payment for the Workers' Compensation program for FY 18/19. The CEO/Risk Manager discussed with the Board cash payment for the Workers' Compensation program (Exhibit "D") as follows:

<u>Entity</u>	<u>Premium</u>
City of Davis	952,619.14
Esparto USD	168,218.82
City of W Sacramento	1,039,659.31
City of Winters	129,757.22
City of Woodland	613,521.89
County of Yolo	3,070,570.37
YECA	40,794.77
Yolo-Solano AQMD	17,784.12
Capay Valley FPD	5,000.00
IHSS	7,500.00
Davis Cemetery	5,000.00
Madison FPD	5,000.00
Winters Cemetery	5,000.00
Cottonwood Cemetery	500.00

Clarksburg FPD	5,000.00
Dunnigan FPD	5000.00
Yolo Co Habitat JPA	2,500.00
Madison CSD	5,000.00
LAFCO	500.00
Port	5,000.00
West Plainfield FPD	7,500.00
Willow Oak FPD	5,000.00
Esparto FPD	5,000.00
Valley Clean	2,500.00
TOTAL	6,103,925.65

After discussion, it was moved by Nanci Mills, seconded by Debbie Howard that the Board approve the Workers' Compensation Cash Payment for FY 18/19, approve a rebate credit of \$700,000 and direct the CEO/Risk Manager to bill these cash payments after July 1, 2018. Said motion was unanimously carried.

Fidelity Cash Payment. The CEO/Risk Manager discussed with the Board cash payment for the Fidelity program (Exhibit "E") as follows:

<u>ENTITY</u>	<u>PREMIUM</u>	<u>REBATE</u>	<u>Premium Less Rebate</u>
CITY OF DAVIS	4,436.79	1,087.27	3,349.52
ESPARTO SCHOOL DIST	1,115.58	255.16	860.43
CITY OF W SACRAMENTO	4,632.66	1,117.18	3,515.47
CITY OF WINTERS	545.02	125.14	419.87
CITY OF WOODLAND	3,551.14	805.28	2,745.85
COUNTY OF YOLO	13,616.94	3,221.51	10,395.43
YECA	340.64	77.71	262.93
YOLO-SOLANO AQMD	178.83	45.42	133.42
IHSS	34.06	10.29	23.77
YOLO COURTS	902.69	213.26	689.43
CLARKSBURG FPD	17.03	4.82	12.22
DUNNIGAN FPD	51.10	13.74	37.35
MADISON SERVICE	25.55	6.19	19.35
Willow Oak FPD	42.58	6.12	36.46
West Plainfield FPD	51.10	10.91	40.19
TOTAL	\$29,541.70	7,000.00	22,541.70

After discussion, it was moved by Nanci Mills, seconded by Kryss Rankin that the Board approve the Fidelity Cash Payment for FY 18/19 and the rebate/credit of \$7,000 and direct the CEO/Risk Manager to bill these cash payments after July 1, 2018. Said motion was unanimously carried.

Cash Payment for the Property/Boiler Machinery Program for FY 18/19. The CEO/Risk Manager discussed with the Board cash payment for the Property/Boiler Machinery program (Exhibit “F”) as follows:

<u>ENTITY</u>	<u>PREMIUM</u>
CITY OF DAVIS	82,851.37
ESPARTO SCHOOL DIST	16,205.86
CITY OF W SACRAMENTO	107,840.94
CITY OF WINTERS	12,629.71
CITY OF WOODLAND	75,875.52
COUNTY OF YOLO	167,891.22
YECA	2,315.11
YOLO-SOLANO AQMD	400.36
CAPAY VALLEY FPD	1,395.34
IHSS	45.14
DAVIS CEMETERY DIST	994.09
LAW LIBRARY	110.89
YOLO COURTS	3,512.04
CLARKSBURG FPD	1,074.76
MADISON FIRE DIST	915.97
WINTERS CEMETERY DIST	360.20
COTTONWOOD CEMETERY	26.01
DUNNIGAN FPD	830.03
PORT	60,969.46
MADISON SERVICE	51.92
Yolo County HCP/NCCP JPA	10.48
Willow Oak FPD	2,324.60
West Plainfield FPD	880.61
Woodland-Davis Water Agency	95,301.61
Esparto FPD	2,916.35
TOTAL	637,729.62

After discussion, it was moved by Nanci Mills, seconded by Debbie Howard that the Board approve the Property/Boiler Machinery Cash Payment for FY 18/19 and direct the CEO/Risk Manager to bill these cash payments after July 1, 2018. Said motion was unanimously carried.

Reinsurance of the Esparto School Bus Fleet. The CEO/Risk Manager reviewed with the Board the renewal of the Reinsurance of the Esparto School Bus Fleet (Exhibit “G”). After discussion, it was moved by Jill Cook, seconded by Nanci Mills, that the Board authorize the CEO/Risk Manager to bind coverage with an annual premium of \$28,530. Said motion was unanimously carried.

Election of Officers. The Board discussed the election of officers for the next fiscal year. After discussion, it was moved by Nanci Mills, seconded by Kryss Rankin that the Board re-elect Sheila McShane as President and Janet Emmett as Vice President. Said motion was unanimously carried.

Resolution of the Board. The CEO/Risk Manager reviewed the Resolutions of Appreciation for Nanci Mills and Debbie Howard (Exhibit "H"). After discussion, it was moved by Kryss Rankin and seconded by Jill Cook that the Board adopt the resolutions of Appreciation. Said motion was unanimously carried.

INFORMATION ITEMS

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

YCPARMIA Investment Statement. The YCPARMIA Investment Statement and Yolo County Treasurer's Investment Report and Chandler Asset Management through May 31, 2018 (Exhibit "J") was 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 "K").

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

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

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

Strategic Planning. The CEO/Risk Manager allowed the Board to discuss any trends, actions, or future risk management plans (Exhibit "O").

At 10:50 a.m. it was moved by Nanci Mills, seconded by Debbie Howard, that the meeting be adjourned to Closed Session. Said motion was unanimously carried.

At 11:00 am the Board came back to Open Session. The Board decided in Closed Session that settlement authority has been approved for \$133,000 to AT&T vs. City of West Sacramento.

At 11:02 a.m. being no further business, it was moved by Debbie Howard, seconded by Nanci Mills, that the meeting be adjourned. Said motion was unanimously carried.

Respectfully submitted,



Dennis Monahan
CEO/Risk Manager