



# Yolo County Public Agency Risk Management Insurance Authority

## MINUTES

**August 23, 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:** Sheila McShane (*City of Woodland*), Gary Engel (*County of Yolo*), Rebecca Spiva (*Esparto USD*), Kryss Rankin (*City of West Sacramento*), Janet Emmett (*City of Davis*). Crystal Zaragoza (*City of Winters*)

**ABSENT:** None

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

### **APPROVAL OF AGENDA**

It was moved by Janet Emmett, seconded by Kryss Rankin, that the agenda be approved with moving the Closed Session at the beginning of the meeting. Said motion was unanimously carried.

At 8:40 am it was moved by Janet Emmett, seconded by Kryss Rankin that the board meeting go to Closed Session. Said motion was unanimously carried.

At 10:00 am the Board came back to Open Session. The Board authorized the CEO/Risk Manager up to \$350,000 for C&R for the Blair Workers' Compensation claim and \$140,000 for C&R for the Yenne Workers' Compensation claim.. The Board also authorized a 1.5% COLA raise retro-active to 7/1/2018 for all Miscellaneous Employees.

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. Janet Emmett reported that the City of Davis is doing recruitments and working on negotiations.

Kryss Rankin reported that the City of West Sacramento is working on negotiations, the upcoming elections and a new hotel on West Capitol.

Rebecca Spiva reported that Esparto school is back in session.

*Janet Emmett left at 10:15am*

Gary Engel reported that the County is working on a safety incentive program, a GMPS system to track employee routes and security assessment of the Yolo airport.

Sheila McShane reported that the City of Woodland is working on co-hosting a homeless people program, open enrollment health fair on 9/26 at the County and handed out invitation from Kaiser Permanente for get together at CAJPA.

### CEO/Risk Manager.

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

The CEO/Risk Manager reported that PARMA is being held at in Anaheim in February 2019.

The CEO/Risk Manager reported that the financial auditors from Crowe Horwath did the financial audit.

The CEO/Risk Manager reported that YCPARMIA will have our new Investigator starting in September.

Next Meeting. October 25, 2018

## **CONSENT CALENDAR**

The Consent Calendar consisted of the minutes of the regular Board Meeting of June 28, 2018. It was moved by Kryss Rankin and seconded by Sheila McShane that the minutes of the previous Board meetings be approved. Said motion was unanimously carried.

## **ACTION ITEMS**

Cordico Six Month Update Report. The CEO/Risk Manager reviewed the Cordico Six Month Update Report (Exhibit "A"). After discussion, it was moved by Gary Engel, seconded by Crystal Zaragoza that the Board accept the Cordico report. Said motion was unanimously carried.

## **INFORMATION ITEMS**

YCPARMIA Financial Report. The YCPARMIA Financial reports through June 30, 2018 (Exhibit "B") were reviewed by the Board.

YCPARMIA Investment Statement. The YCPARMIA Investment Statement and Yolo County Treasurer's Investment Report through June 30, 2018 (Exhibit "C") 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 “D”).

Closed Liability Files. The CEO/Risk Manager reviewed with the Board the list of Closed Liability claims since the last 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 June 30, 2018 (Exhibit “F”).

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

Workers’ Compensation Severity Report. The CEO/Risk Manager reviewed with the Board the Workers’ Compensation program severity

End of the Year Budget Variance. The CEO/Risk Manager reviewed with the Board the end of the year Budget variances (Exhibit “H”).

Quarterly Statement of Revenues, Expenses and Retained Earnings. The CEO/Risk Manager reviewed with the Board the June 2018 Quarterly Statement of Revenues, Expenses and Retained Earnings (Exhibit “I”).

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

At 11:20 a.m. being no further business, it was moved by Kryss Rankin, seconded by Crystal Zaragoza, that the meeting be adjourned. Said motion was unanimously carried.

Respectfully submitted,



Dennis Monahan  
CEO/Risk Manager