



Yolo County Public Agency Risk Management Insurance Authority

SPECIAL BOARD MEETING MINUTES

February 11, 2020

The special meeting of the Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA) was held on February 11, 2020, at the YCPARMIA office located at 77 West Lincoln Avenue, Woodland, CA.

BOARD MEMBERS PRESENT: Jill Cook (*President, County of Yolo*), Janet Emmett (*City of Davis*), John Donlevy (*City of Winters*), Sheila McShane (*City of Woodland*), Kryss Rankin (*City of West Sacramento*), Rebecca Spiva (*Esparto USD*)

BOARD MEMBERS ABSENT: None.

OTHERS PRESENT: Armond Sarkis (*YCPARMIA CEO/Risk Manager*), Lily Viek (*YCPARMIA Administrative Assistant*), Holly Lyon (*YCPARMIA Financial Analyst*), Kellie Murphy (*General Counsel*), Christopher Bensch (*City of Davis*), Liane Lee (*City of West Sacramento*), Kimberly McKinney (*City of Woodland, left during Agenda Item 6A*), Leah Smith (*Esparto USD*), Alberto Lara (*County of Yolo*)

1. **CALL TO ORDER**

President Jill Cook called the meeting to order at 2:03 p.m.

2. **APPROVAL OF AGENDA**

Kryss Rankin moved to approve the agenda as posted; seconded by Janet Emmett. Motion passed unanimously.

3. **PUBLIC COMMENTS**

None.

4. **COMMUNICATIONS**

A. **Board Members**

Time was provided to allow Board Members to discuss any risk management related communications.

B. CEO/Risk Manager

The CEO/Risk Manager Armond Sarkis reminded the Board of the 2020 PARMA Conference in Monterey from February 25-28, 2020, and the CAJPA Conference scheduled from September 15-18, 2020.

Sarkis provided FY 2020-2021 Property Program Premium Estimates to those present and advised members review the information.

C. Next Meeting

The next scheduled meeting of the YCPARMIA Board of Directors will be held on March 26, 2020.

5. **ACTION ITEMS**

A. Resolution of Appreciation for Past President Sheila McShane

Janet Emmett moved to adopt the Resolution of Appreciation for Sheila McShane; seconded by Kryss Rankin. Motion passed unanimously.

B. Resolution of Appreciation for Retiring Board Member Kryss Rankin

John Donlevy moved to adopt the Resolution of Appreciation for Kryss Rankin; seconded by Sheila McShane. Motion passed unanimously.

6. **BOARD DEVELOPMENT**

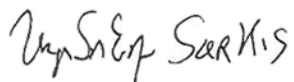
A. Training by YCPARMIA General Counsel

YCPARMIA General Counsel Kellie Murphy presented a Governing Board Training. The training covered ethical values and laws on topics such as transparency, fair process, personal financial gain, and disclosure.

7. **ADJOURNMENT**

The February 11, 2020, YCPARMIA Special Board meeting adjourned at 3:55 p.m. by general consent.

Respectfully submitted,



Armond Sarkis
CEO/Risk Manager