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**  

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