



Yolo County Public Agency Risk Management Insurance Authority

SPECIAL BOARD MEETING MINUTES **July 25, 2024**

The meeting of the Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA) was held on July 25, 2024, via teleconference in accordance with the Brown Act.

BOARD MEMBERS PRESENT: Amanda Berlin (*President, City of West Sacramento*), Sheila McShane (*City of Woodland*), Christopher Bensch (*City of Davis*), Cathy Mathews (*City of Winters*), Philip Pogledich (*County of Yolo, arrived at 10:36 a.m. during Closed Session*), Leah Smith (*Esparto USD*)

BOARD MEMBERS ABSENT: none.

OTHERS PRESENT: Barbara Lubben (*YCPARMIA Executive Director*), Lily Viek (*YCPARMIA Program and Services Administrator*), Nicole Jackson (*YCPARMIA Administrative Assistant*), Amber Davis (*Director of Claims - Public Entity, LWP Claims Solutions*), Jody Rusyn (*Senior Claims Examiner, LWP Claims Solutions*)

1. CALL TO ORDER

Amanda Berlin called the meeting to order at 10:35 a.m.

2. APPROVAL OF AGENDA

Leah Smith moved to approve the agenda; seconded by Sheila McShane. A roll call vote was taken. Motion passed unanimously.

3. PUBLIC COMMENTS

None.

4. CLOSED SESSION

The Board adjourned to closed session from 10:36 a.m. to 10:56 a.m.

A. Workers' Compensation Claim (pursuant to Government Code Section 54956.95(a)):
Claim No. 2291200053

No reportable action taken.

5. CONSENT CALENDAR

A. Approval of June 27, 2024 Minutes

B. March 31, 2024 Financials

C. Other Post-Employment Benefits (OPEB) Actuarial Report

Cathy Mathews moved to approve the Consent Calendar; seconded by Leah Smith. A roll call vote was taken. Motion passed unanimously.

COMMUNICATIONS

A. Board Members

The Board provided updates regarding increased COVID cases, the status of workplace violence prevention policies and the recruitment of new staff.

B. Executive Director

Executive Director Barbara Lubben provided a brief update to the Board on her priorities over the next six months, financial updates, Board and staff conferences, and announced Kevin Arciga joined YCPARMIA as our new Risk Control/Safety Analyst on July 1, 2024.

6. INFORMATION ITEMS

A. Next Meeting

The next YCPARMIA Board Meeting will be held in-person at the YCPARMIA Office on August 22, 2024 at 9 a.m.

7. ADJOURNMENT

The July 25, 2024 YCPARMIA Board Meeting adjourned at 10:56 a.m. by general consent.

Respectfully submitted,

A handwritten signature in black ink that reads "Nicole Jackson". The signature is written in a cursive style with a long horizontal flourish at the end.

Nicole Jackson
Administrative Assistant, YCPARMIA