

BOARD OF DIRECTORS MEETING MINUTES

November 9, 2011

Board President Mike Murray called the regular Board meeting of the Golden State Risk Management Authority to order at 6:00 PM.

1. WELCOME AND INTRODUCTIONS:

2. ROLL CALL:

Directors present:

President Mike Murray, Vice President John Viegas, Bill Boone, John Eaker, Charles Gee and Pat Elliott.

Directors absent:

Kim Vann

Also present:

Risk Manager Scott Schimke, Finance Director Rick Krepelka, Membership Director Dan Berry, Administrative Assistant Naomi Sharek and Loss Prevention/Special Projects Administrator Jennifer Peters (Leaving at 6:54).

3. UNSCHEDULED MATTERS:

Risk Manager Schimke reviewed the following items with the Board.

- WeTip-2011 National Award
- Scott Schimke elected EIA President for 2012
- Mark Marshall elected EIA Executive Committee for 2012-13

4. CONSENT AGENDA:

- Risk Manager Schimke reviewed the consent agenda as posted. Board Member Viegas made a motion to approve said consent agenda as presented. Board Member Eaker seconded the motion and it passed unanimously.

5. FINANCE REPORTS:

- a) Finance Director Krepelka presented the disbursements made between September 1, 2011 and October 31, 2011 for approval; claims payments made in September and October, 2011 for ratification; and financial reports through October 31, 2011. Board Member Eaker made a motion to approve the financial documents as presented. Board Member Elliott seconded the motion and it passed unanimously.
- b) Finance Director Krepelka informed the Board of GSRMA's upcoming annual financial audit. He informed the Board that auditor Jim Marta would be onsite on November 29, 2011. No action was taken by the board.

- c) Finance Director Krepelka discussed with the Board a fraud prevention program called Positive Pay which has been suggested by GSRMA's auditor. He explained the need for Board approval as this was an un budgeted item. Finance Director Krepelka estimated the costs to be \$15, 000 initially with a maintenance cost thereafter. Board Member Boone made a motion to approve implementation of Positive Pay as presented. Board Member Viegas seconded the motion and it passed unanimously.

6. LOSS PREVENTION REPORTS:

- a) Loss Prevention/Special Projects Administrator Peters reviewed requests under the Loss Prevention Subsidy Fund (LPSF). No action was taken by the Board.
- b) Loss Prevention/Special Projects Administrator Peters provided the Board with a detailed list of all trainings and site visits completed by Safety Officer Marshall and Loss Prevention Special Projects Administrator Peters since the last Board meeting. No action was taken by the Board.
- c) Loss Prevention/Special Projects Administrator Peters presented and reviewed with the Board the current Medcor statistics. No action was taken by the Board.

7. MEMBER SERVICES REPORTS:

- a) Membership Director Berry reviewed with the Board that there are no new members to GSRMA as of the last board meeting. No action was taken by the Board.
- b) Membership Director Berry updated the Board on prospective members. No action was taken by the Board.
- c) Membership Director Berry updated the Board on the status of the GSRMA Health Plan. He informed the Board that open enrollment was completed on October 1-31, 2011 and that GSRMA gained approximately 20 new enrollees. No action was taken by the Board.
- d) Membership Director Berry updated the Board on status of the Public Cemetery Alliance. He discussed with the Board the PCA meeting held in conjunction with GSRMA annual training. He also informed the Board that PCA has a board meeting to be held on December 8, 2011 in Gridley. No action was taken by the Board.
- e) Membership Director Berry updated the Board on the status of the next Fire Agency Advisory Committee meeting to be held on December 5, 2011 at the GSRMA office. No action was taken by the Board.
- f) Membership Director Berry reviewed the GSRMA annual training day held on October 27, 2011 at Rolling Hills Resort in Corning CA. He notified the Board that there were 124 attendees from 47 agencies. Membership Director Berry also shared with the Board a couple of member response letters and quotations. No action was taken by the Board.

8. ADMINISTRATIVE REPORTS:

- a) Old Business:
 - Risk Manager Schimke updated the Board on current attendance to the 2012 PARMA conference to be held on February 14-17, 2012 in Monterey CA. Current Board attendees are John Viegas, Pat Elliot and John Eaker. Current GSRMA staff attendees are Membership Director Dan Berry, Safety Officer Mark Marshall and Loss Prevention/Special Projects Administrator Jennifer Peters. No action was taken by the Board.

b) New Business:

- Risk Manager Schimke reviewed the status of Board Member Vann's resignation and status of replacement. He informed the Board that North Central Counties Consortium was considering action in regards to a replacement and we are waiting for their direction. Membership Director Berry will be attending their next board meeting on November 17, 2011. No action was taken by the Board.
- Risk Manager Schimke reviewed with the Board GSRMA's 2011/12 annual report from the EIA. No action was taken by the Board.

9. FUTURE MEETINGS:

Future meetings will be held at the Golden State Risk Management Authority office, located at 247 West Sycamore Street, Willows, California. The next three meeting dates are:

- January 12, 2012
- March 14, 2012
- May 9, 2012

10. CLAIMS REPORTS:

Current Claims:

The Risk Manager Schimke discussed all outstanding liability, workers' compensation and property losses that require any Board action. No action was taken by the Board.

Closed Session (Pending Litigation):

Pursuant to Government Code Section 54956.9(a) the Board of Directors of the Golden State Risk Management Authority met in closed session. The Board went into closed session at 6:54 PM and adjourned closed session at 7:03 PM.

ADJOURNMENT:

The Board meeting adjourned at 7:04 PM