

BOARD OF DIRECTORS MEETING MINUTES

March 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 (Arriving 6:02), John Eaker, Pat Elliott and Charles Gee.

Directors absent:

Kim Vann and Bill Boone

Also present:

Risk Manager Scott Schimke and GSRMA Counsel Gary Krup. Safety Officer Mark Marshall, Finance Director Rick Krepelka, Membership Director Dan Berry, Secretary Naomi Sharek and Accounting Technician Cathy Mudd (Leaving at 8:04pm).

3. UNSCHEDULED MATTERS:

Risk Manager Scott Schimke, reviewed the following items with the Board. The Board took no action.

- Rick Krepelka presented with 5 year recognition plaque – CSAC-EIA.
- Risk Manager discussed CSAC-EIA & Alliant 2011 property program renewal trip.

4. CONSENT AGENDA:

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

5. FINANCE MATTERS:

- a) Finance Director Rick Krepelka presented the disbursements made between January 1, 2011 and February 28, 2011, for approval; claims payments made in January and February, 2011 for ratification; and financial reports through February 28, 2011. Board Member John Eaker made a motion to approve the financial documents as presented. Board Member Charles Gee seconded the motion and it passed unanimously.

6. LOSS PREVENTION:

- a) Safety Officer Mark Marshall reviewed applications for the 2010/2011 Loss Prevention Subsidy Fund (LPSF). No action was taken by the Board.
- b) Safety Officer Mark Marshall provided the Board with a detailed list of all trainings, site visits that he had completed since the last Board meeting. No action was taken by the Board.

7. MEMBER SERVICES REPORTS:

- a) Membership Director Dan Berry reviewed with the Board new members applying to join GSRMA. New Districts are:
- Meadow Valley Cemetery District – 1/1/11
 - Reclamation District No. 563 – 2/1/11
 - Hartley Cemetery District – 3/1/11
 - Reclamation District No. 317 – 3/10/11
 - Reclamation District No. 407 – 3/10/11
 - Reclamation District No. 2067 – 3/10/11

Board Member John Viegas made a motion to approve the addition of these Districts to GSRMA's membership. Board Member John Eaker seconded the motion and it was passed by unanimous vote.

- b) Membership Director Dan Berry updated the Board on prospective members. No action was taken by the Board.
- c) Membership Director Dan Berry updated the Board on the status of the Public Cemetery Alliance. No action was taken by the Board.
- d) Membership Director Dan Berry updated the Board on the status of the Cemetery Best Practices & Accreditation Program. No action was taken by the Board.
- e) Membership Director Dan Berry updated the Board on status of the Fire Agency Advisory Committee. No action was taken by the Board.

8. ADMINISTRATIVE REPORTS:

- a) Old Business:
- Board Member Pat Elliott and staff shared their experiences at the 2011 PARMA Conference. Risk Manager Scott Schimke noted the 2012 conference is in Monterey, CA on February 14-17, 2012. No action was taken by the Board.
 - Risk Manager Scott Schimke presented and reviewed the 2009/10 Annual Report. He advised the Board that the document continues to improve and recognized Naomi Sharek and Dan Berry for their hard work on this project. No action was taken by the Board.
- b) New Business:
- Risk Manager Scott Schimke reviewed and discussed the possibility of amending Article III, Section C, Paragraph 1, of the Golden State Risk Management Authority Bylaws concerning the length of term of office for Board members. Board Member John Eaker presented and reviewed his thoughts regarding extending the length of term for Board Members. The Board and Risk Manager Scott Schimke then had an extensive discussion regarding this proposal. Board Chairman Mike Murray directed Risk Manager Scott Schimke to bring it back at the July board meeting under the Annual Strategic Planning agenda item. No action was taken by the Board.
 - Pursuant to GSRMA's Bylaws Article III, Section C, A random selection was made for both the fire district representation and the special district representation. Meridian Fire Protection District was drawn for the fire districts and North Central Counties Consortium. was drawn for the special districts. Risk Manager Scott Schimke will report back to the Board the status of these selections.

- Risk Manager Scott Schimke presented the proposed engagement letter for audit services from James Marta & Company to provide annual financial audits for the years ended June 30, 2011, 2012 and 2013. Board Member John Eaker made a motion to approve the proposed engagement as presented. Pat Elliott seconded the motion and it passed unanimously.
- Risk Manager Scott Schimke presented and reviewed the 2011/12 actuarial studies for both Liability and Workers' Compensation programs. No action was taken by the Board.
- Risk Manager Scott Schimke presented and reviewed with the Board the preliminary report of excess insurance program renewal costs for all lines of coverage for fiscal year 2011/12. No action was taken by the Board.
- Risk Manager Scott Schimke and Finance Director Rick Krepelka presented and reviewed with the Board the proposed contributions by line of coverage for 2011/12. No action was taken by the Board.
- Risk Manager Scott Schimke and the Finance Director Rick Krepelka presented and reviewed with the Board the dividend proposals for 2011/12. No action was taken by the Board.
- Risk Manager Scott Schimke and Finance Director Rick Krepelka presented and reviewed the proposed budget for 2011/12. No action was taken by the Board.

9. FUTURE MEETINGS:

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

- May 11, 2011
- July 13, 2011
- September 14, 2011

10. CLAIMS REPORTS:

Current Claims:

Risk Manager Scott Schimke and Legal Counsel Gary Krup discuss 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 8:05 PM and adjourned closed session at 8:25 PM.

11. ADJOURNMENT:

The Board meeting adjourned at 8:26 PM