

Tuolumne Joint Powers Authority

Our mission is to protect member resources and strive to maintain a safe and healthy school workplace.



Committee Meeting Minutes

January 11, 2024

9:00 a.m.

Bret Harte Union High School District Board Room (Room #53)

323 South Main St, Angels Camp, CA

This meeting was conducted via teleconference with:

TJPA Committee Member Jana Hanak, Alpine COE/USD Representative at the following location:

Alpine County Unified School District

43 Hawkside Drive

Markleeville, CA 96120

In Attendance at location:

Scott Nanik, Bret Harte UHSD

Jared Critchfield, Amador COE/USD

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Nicolas Wade, Columbia USD

Ed Pelfrey, Sonora UHSD

Jeff Winfield, Soulsbyville

Also in attendance were: Allison Gregg of Sampson, Sampson & Patterson via Zoom; Lisa Rico of Tuolumne County Superintendent of Schools; Norma Wallace of the Tuolumne JPA.

1.0 Opening Business

1.1 Call to Order

The meeting was called to order by Claudia Davis at 9:06 a.m.

Committee Members and guests introduced themselves.

Approval of Action Items were made by Roll Call Vote.

1.2 Adoption of the Agenda – *Items to be deleted or added according to G.C. 54954*

The Agenda was adopted unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Jared Critchfield.

1.3 Public Comment

There were no public comments.

2.0 Closed Session – G.C. 54956.95

The meeting was adjourned to closed session at 9:10 a.m. and returned to open session at 9:17 a.m.

2.1 TJPA governing board claim information

The committee discussed G.C. 54954.5(d). Disclosure of names in closed session claims. Motion passed unanimously.

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3.0 Reports

3.1 Quarterly Investment Report through September 30, 2022

Norma Wallace presented the Quarterly Investment Report through September 30, 2023.

4.0 Action Items

4.1 Acceptance of 2021-2022 Audit Report- Sampson, Sampson & Patterson – Allison Gregg will present via Zoom.

Allison Gregg of Sampson, Sampson & Patterson presented the 2022-2023 Audit Report. There were not adjustments and not findings. The 2022-2023 Audit Report was accepted unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Ed Pelfrey.

4.2 Approval of Committee Meeting minutes for August 17, 2023

The Committee Meeting minutes for August 17, 2023 were approved unanimously, with a roll call vote, after a motion from Kathy Griggs and a second from Nicolas Wade.

4.3 Approval of Pay Voucher Reports for July 1, 2023 – December 31, 2023

Norma Wallace presented the Pay Voucher Report for the period of July 1, 2023 – December 31, 2023. The Pay Voucher Report for July 1, 2023 – December 31, 2023 was approved unanimously, with a roll call vote, after a motion from Ed Pelfrey and a second from Nicolas Wade.

4.4 Approval of Financial Reports for July 1, 2023 – October 31, 2023

Norma Wallace presented the Financial Reports for July 1, 2023 – October 31, 2023. The Financial Reports for July 1, 2023 – October 31, 2023 were approved unanimously, with a roll call vote, after a motion from Jeff Winfield and a second from Jared Critchfield.

4.5 Approval of 1st Interim Budget Revisions through October 31, 2023

Norma Wallace presented the 1st Interim Budget Revisions through October 31, 2023. The 1st Interim Budget Revisions through October 31, 2023 were approved unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Ed Pelfrey.

4.6 Approval of 1st Interim Administrative Costs through October 31, 2023

Norma Wallace presented the 1st Interim Budget Administrative Costs through October 31, 2023. The 1st Interim Administrative Costs through October 31, 2023 were approved unanimously, with a roll call vote, after a motion from Jeff Winfield and a second from Kathy Griggs.

4.7 Approval Tuolumne JPA Bylaws-Revision

Norma Wallace discussed the Tuolumne JPA Bylaws-Revision. The Tuolumne JPA Bylaws-Revision was approved unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Ed Pelfrey.

4.8 Discussion/Approval Yorke CERS reporting

No Action Taken. Yorke did not provide a proposal for CERS reporting. The Committee asked for the proposal to be taken to the board if available.

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5.0 Information/Discussion Items

5.1 AB 218 Update

Norma Wallace discussed the AB 218 Annual Report and recommended the Districts to budget for potential claims by using the 2022-2023 invoice amount and to also budget an additional \$25,000 deductible for claims past and present.

5.2 Independent Contractor Template

Norma Wallace reviewed the language in the updated Independent Contractor Template. The language in red cannot be changed/edited, updated fingerprinting/background in response to AB130 requirements.

5.3 Monsanto Weedkiller Lawsuit

Norma Wallace discussed the Monsanto Weedkiller Lawsuit and asked Districts to survey the staff who spray weedkiller. Will bring back in March to decide if a JPA Policy is needed to prohibit glyphosate.

5.4 California Legislative Summary October 2023

Norma Wallace reviewed the California Legislative Summary October 2023.

5.5 Tuolumne JPA Elections – Committee Members 2024-2026

Norma Wallace discussed the election process.

5.6 2023-2024 Tuolumne JPA Safety Credit Balances

Norma Wallace reviewed the 2023-2024 Tuolumne JPA Safety Credit Balances.

5.7 Updated 2023-2024 Tuolumne JPA Member List

Norma Wallace reviewed the Updated 2023-2024 Tuolumne JPA Member List.

5.8 Updated 2023-2024 Tuolumne JPA Calendar

Norma Wallace reviewed the Updated 2023-2024 Tuolumne JPA Calendar.

5.9 2023-2024 Tuolumne JPA Training Date Reminders

Norma Wallace reviewed the 2023-2024 Tuolumne JPA Training Date Reminders.

5.10 2023-2024 SISCII Full Facility Reviews-Update

Norma Wallace provided an update on the 2023-2024 SISCII Full Facility Reviews. She discussed Appliance Forms and use of curtains in classrooms.

6.0 Adjournment

The meeting adjourned at 11:34 a.m.

Note: Next Regular Committee Meeting of the Tuolumne JPA Thursday, March 14, 2024 at 9:00 a.m.

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323 South Main St, Angels Camp, CA

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Respectfully Submitted,

Jean Wolfgang
Executive Assistant, Account Specialist
Tuolumne JPA