

Tuolumne Joint Powers Authority

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



Board Meeting Minutes

February 8, 2024

9:00 a.m.

Sonora Union High School District

District Office Board Room

100 School Street, Sonora, CA 95370

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:

Jared Critchfield, Amador COE/USD

Carmel Portillo, Belleview School

Jennifer Shimer, Big Oak Flat/Groveland

Christine Fouts, Bret Harte UHSD

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Nicolas Wade, Columbia USD

Kristin Lopez, Curtis Creek

Contessa Pelfrey, Jamestown School

Eric Griffin, Mark Twain UESD

Cheryl Griffiths, Sonora Elementary

Stephanie Shatto, Sonora Elementary

Ed Pelfrey, Sonora UHSD

Kim Evans, Sonora UHSD

Isabel Valadez, Soulsbyville SD

Ben Howell, Summerville Elementary

Michael Merrill, Summerville UHSD

Zack Abernathy, Tuolumne County SOS

Lisa Rico, Tuolumne County SOS

Tom Hoskins, Vallecito USD

Also in attendance via Zoom were: Steve Liaty from Wells Fargo Advisors; Amber Davis, Marci Oyler, and Angela Long from LWP; Jennet Horder from New Front; and in-person Norma Wallace and Jean Wolfgang from the Tuolumne JPA.

1.0 Call to Order

Zack Abernathy called the meeting to order at 9:03.

2.0 Pledge

Zack Abernathy led the Pledge of Allegiance.

3.0 Introductions

Board Members introduced themselves.

4.0 Adoption of Agenda – Items to be added or deleted according to G.C. 54954.2

The Agenda was adopted unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Ed Pelfrey.

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5.0 Adoption of Minutes

5.1 Tuolumne JPA Committee Meeting, August 17, 2023

5.2 Tuolumne JPA Board Meeting, August 24, 2023

All meeting minutes were adopted unanimously, with a roll call vote, after a motion from Michael Merrill Critchfield and a second from Ben Howell.

6.0 Public Comment

There were no Public Comments.

7.0 Action Items

7.1 Presentation-Wells Fargo Advisors

Steve Liaty presented the Tuolumne JPA Investment Report through December 31, 2023. The Tuolumne JPA Investment Report through December 31, 2023 was accepted unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Kathy Griggs.

8.0 Closed Session – G.C. 54956.95

The meeting adjourned to closed session at 9:18 a.m. and returned to open session at 10:07 a.m. Norma Wallace discussed G.C. 54954.5(d). Disclosure of names in closed session claims. Motion passed unanimously, with a roll call vote, after a motion from Tom Hoskins and a second from Jared Critchfield.

Norma Wallace also discussed confidentiality of closed session information.

8.1 Workers' Compensation Claim Settlements

<u>District</u>	<u>Claim Number</u>
Calaveras Unified School District	223320055
Soulsbyville School District	2133200004
Summerville Union High School District	2133200050, 2233200194, 2333200090

8.2 Workers' Compensation Injury Summary Report

Norma Wallace discussed the Workers' Compensation Injury Summary Report with the Board. No action taken, information only.

8.3 Property & Liability Claims

Norma Wallace discussed the Property & Liability Claims with the Board.

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No action taken, information only.

9.0 Action Items

9.1 Accept the 2022-2023 Financial Audit

Norma Wallace presented the 2022-2023 Financial Audit. The 2022-2023 Financial Audit was accepted unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Claudia Davis and a second from Kathy Griggs.

9.2 Adopt the Tuolumne JPA Financial Reports for July 1, 2023 – October 31, 2023

Norma Wallace presented the Tuolumne JPA Financial Reports for July 1, 2023 – October 31, 2023. The Tuolumne JPA Financial Reports for July 1, 2023 – October 31, 2023 were adopted unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Claudia Davis and a second from Tom Hoskins.

9.3 Adopt Tuolumne JPA 1st Interim Administrative Costs through October 31, 2023

Norma Wallace presented the Tuolumne JPA 1st Interim Administrative Costs through October 31, 2023. The Tuolumne JPA 1st Interim Administrative Costs through October 31, 2023 were adopted unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Ed Pelfrey and a second from Nicolas Wade.

9.4 Adopt Tuolumne JPA Bylaws-Revised

Norma Wallace discussed the revisions to the Tuolumne JPA Bylaws. The Tuolumne JPA Bylaws-Revised were adopted unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Claudia Davis and a second from Christine Fouts.

9.5 Discussion/Approval Tuolumne JPA CPR/First Aid/AED Guidelines - Revised

Norma Wallace discussed Tuolumne JPA CPR/First Aid/AED Guidelines – Revised. The Tuolumne JPA CPR/First Aid/AED Guidelines – Revised were approved unanimously as recommended by the Tuolumne JPA Committee (with additional revision to include clarification regarding requirements for hybrid training), with a roll call vote, after a motion Tom Hoskins and a second from Kathy Griggs.

9.6 Discussion/Approval YORKE CERS reporting

Norma Wallace discussed YORKE Engineering CERS reporting and training contract. The YORKE Engineering CERS reporting and training Contract was approved unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Nicolas Wade and a second from Michael Merrill.

9.7 Tuolumne JPA Committee Elections

Tuolumne JPA Board President Zack Abernathy accepted nominations for the Tuolumne JPA Committee for 2024-2026. The Current Tuolumne JPA Committee Members would like to remain as Committee Members for 2024-2026.

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10.0 Information Items (Norma Wallace will discuss items 10.1-10.10)

10.1 AB 218 SELF Annual Report-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.

10.2 California Legislative Summary October 2023

Norma Wallace reviewed the California Legislative Summary October 2023.

10.3 Independent Contractor Template

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

10.4 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.

10.5 Form 700 Reminder

Norma Wallace reminder Board Members to file their Form 700 with the Tuolumne JPA.

10.6 2023-2024 Tuolumne JPA Safety Credit Balances

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

10.7 2023-2024 SISCII Facility Review-Update

Norma Wallace discussed the 2023-2024 Facility Reviews. She reminded members to have the Appliance Forms for every appliance on district sites. She discussed window coverings and SISC does not recommend having window coverings unless they can be raised and must meet fire safety criteria.

10.8 Updated 2023-2024 Tuolumne JPA Member List

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

10.9 Updated 2023-2024 Tuolumne JPA Board Meeting Schedule

Norma Wallace discussed the Updated 2023-2024 Tuolumne JPA Board Meeting Schedule.

10.10 Updated 2023-2024 Tuolumne JPA Calendar

Norma Wallace discussed the Updated 2023-2024 Tuolumne JPA Calendar. She informed members of the changes to Aerial Lift and Forklift trainings and the addition of REMS and CERS trainings.

10.11 2023-2024 Tuolumne JPA Training Date Reminders

Norma Wallace discussed the training dates for Aerial Lift and Forklift.

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11.0 Requests/Correspondence

No Requests/Correspondence of interest were shared by Board President Zack Abernathy.

12.0 Comments from Board Members

Claudia Davis commented on the passing of former Board President Diana Rappaport.

13.0 Adjournment

The Meeting Adjourned at 11.11 a.m..

Next Regular Board Meeting of the Tuolumne Joint Powers Authority

Thursday, April 11, 2023 at 9:00 a.m.

Sonora Union High School District

District Office Board Room

100 School Street, Sonora, CA 95370

Respectfully Submitted,

Scott Nanik
JPA Secretary