

**TUOLUMNE JOINT POWERS AUTHORITY
QUARTERLY BOARD MEETING
April 6, 2017**

Minutes

In attendance:

Tim Zearley, Amador
Carla Haakma, Belleview SD
Dave Urquhart, BOF/Groveland USD
Claudia Davis, Calaveras COE
Kathy Griggs, Calaveras USD
Brenda Chapman, Jamestown

Julia Tidball, Mark Twain USD
Pat Chabot, Sonora
Jeff Winfield, Soulsbyville SD
Leigh Shampain, Summerville SD, Sonora SD
Margie Bulkin, Tuolumne County Supt. of Schools
Rick Henness, Twain Harte
Don Ogden, Vallecito USD

Also in attendance were Gloria Carrillo of Bret Harte UHSD, Christine Fouts of Columbia SD, Crissy Huey of Curtis Creek SD, Marlana Benkula of Soulsbyville SD, Lisa Rico of Tuolumne Supt. Of Schools, Norma Wallace and Jean Wolfgang of the Tuolumne JPA, Nina Palarca of Prichard Safety and Health, Amber Davis, Katherine Nelms and Marci Oyler of LWP Claims Solutions, Robert Kretzmer of SISC, and Mujtaba Dattoo of Aon.

GENERAL BUSINESS

1. Call to Order

Margie Bulkin called the meeting to order at 9:00 a.m.

2. Pledge of Allegiance to the Flag

3. Introductions

4. Adoption of the Agenda

The agenda was adopted unanimously after a motion from Pat Chabot and a second by Carla Haakma.

5. Adoption of Meeting minutes

- a) Minutes for the December 14, 2016 Committee Meeting
- b) Minutes for the January 4, 2016 JPA Board Meeting

All meeting minutes were adopted unanimously after a motion from Claudia Davis and seconded by Don Ogden.

HEARING OF PARTIES TO ADDRESS THE BOARD

There were no members of the public present to address the Board.

ACTION ITEMS

6. Approval of Contracted Services

a) Aon Actuarial Services contract for 2017-2020

Norma Wallace presented members with the Aon Actuarial Services contract for 2017-2020. The JPA Committee has reviewed and recommended the contract. The contract was unanimously approved after a motion from Leigh Shampain and a second by Jeff Winfield.

7. Approval of Contracted Services

a) Company Nurse contract for 2017-2018

Norma Wallace presented members with the Company Nurse contract for 2017-2018. The JPA Committee has reviewed and recommended the contract. The contract was unanimously approved after a motion from Crissy Huey and a second by Dave Urquhart.

8. Approval of Contracted Services

a) Prichard Safety and Health contract for 2017-2020

Norma Wallace presented members with the Prichard Safety and Health contract for 2017-2020. The JPA Committee has reviewed and recommended the contract. The contract was unanimously approved after a motion from Tim Zearley and a second by Dave Urquhart.

9. Adoption of Workers' Compensation Actuarial Study

Mujtaba Datto of AON gave an overview of the March 15, 2017 Workers' Compensation Actuarial Study. The Workers' Compensation Actuarial Study was adopted unanimously, after a motion from Claudia Davis and a second from Dave Urquhart.

10. Adopt Financial Reports for the period ending March 7, 2017

Norma Wallace presented the March 7 financial reports to the members. She informed members that the JPA Committee had reviewed and approved the reports. The Financial Reports were unanimously adopted after a motion by Leigh Shampain and a second by Brenda Chapman.

11. Approval of 2017/18 Preliminary Administrative Costs

Norma Wallace presented members with the proposed preliminary costs for the 2017/18 fiscal year. She explained the decrease in costs are in salaries. The JPA Committee has reviewed and recommended the Administrative Costs. The preliminary Administrative Costs were unanimously approved after a motion from Tim Zearley and a second by Pat Chabot.

12. Approval of Tuolumne JPA Investment Policy

Norma presented members with the Investment Policy. She explained that there were no revisions to the policy at this time. The JPA Committee has reviewed and recommends the policy for approval. Leigh Shampain noted that the Committee recommended looking into other investment vendors. Norma Wallace informed members that she will research other investment vendors. The Investment Policy was adopted unanimously as presented after a motion by Dave Urquhart and a second by Gloria Carrillo.

13. CLOSED SESSION – G.C. 54956.95

The meeting adjourned to closed session at 9:45 and returned to open session at 10:05

Workers Compensation Claims

159173- This claim was settled unanimously as presented after a motion from Leigh Shampain and a second from Dave Urquhart.

Property & Liability Claims

2015015515-Information only from Robert Kretzmer of SISC

2017025067-Information only from Robert Kretzmer of SISC

Workers Compensation

14. Approval of 2017-18 Workers' Compensation Rates

Norma Wallace presented the Workers' Compensation rates for 2017-2018. The JPA Committee has reviewed the rates. The Workers' Compensation rates were adopted unanimously as presented after a motion by Claudia Davis and a second from Leigh Shampain.

Risk Management

15. Approval of Safety Credit Program for 2017-2018

Norma informed members that the JPA Committee approved the Safety Credit Program for 2017-2018. The ability to carryover funds for two years will remain. Margie Bulkin suggested to bring the Safety Credit Policy Statement back as an Agenda Item at the May board meeting. The Safety Credit Program was unanimously approved after a motion by Pat Chabot and a second from Crissy Huey.

16. Approval of 2017-2018 Deductible subsidies for property claims

Norma Wallace reviewed the deductible subsidies with members. She informed them that the JPA Committee had voted to discontinue the deductible subsidies between the JPA and the Districts which would change the JPA's portion from \$1,500 to \$0 and the Districts responsible for the full \$2500.00. The 2017-2018 deductible subsidies were unanimously approved after a motion by Tim Zearley and a second by Claudia Davis.

INFORMATION/UPDATE ITEMS

17. Risk Management

a) Light Pole Inspections

Norma Wallace presented members with information on light pole inspections.

b) Playground Resurfacing and Structures

Norma Wallace provided members with information on playground resurfacing options.

c) District Websites ADA Compliant

Norma Wallace presented members with information on District websites ADA compliance.

d) JPA 2017-2018 Board Calendar

Norma Wallace presented members with the 2017-2018 JPA Board Calendar with meeting and training dates.

e) Summer Trainings

Nina Palarca handed out flyers for these trainings.

f) Risk Management Activity Report

Nina Palarca reviewed with members the December 1, 2016-February 28, 2017 Loss Control Activities.

g) JPA Goals for 2017-2018

Norma Wallace presented members with the JPA Goals for 2017-2018. She mentioned that some of the goals have already been met.

18. Requests/Correspondence

Margie Bulkin requested to bring the Safety Credit Policy Statement back as an Agenda item

19. Comments from Board Members

None.

20. Adjournment

The meeting was adjourned at 10:45 a.m.

Respectfully Submitted,

Michael Chimento
JPA Secretary