

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 14, 2021

9:00 a.m.

This meeting was conducted by teleconference per Executive Department State of California; Executive Orders N-25-20 and N-29-20. Approval of Action Items were made by Roll Call Vote.

In Attendance:

Klaus Leitenbauer, Alpine COE/USD
Matthew Strahl, Alpine COE/USD
Jared Critchfield, Amador COE/USD
Michael Chimente, Bret Harte UHSD
Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD
Joe Aldridge, Columbia USD
John Baker, Sonora Elementary
Kim Evans, Sonora UHSD
Jeff Winfield, Soulsbyville

Also in attendance were: Lisa Rico of Tuolumne County Superintendent of Schools; Bill Patterson of Sampson, Sampson & Patterson; Mark Stokes and Jennet Horder of ABD Insurance & Financial Services; and Norma Wallace and Jean Wolfgang of the Tuolumne JPA.

1.0 Opening Business

1.1 Call to Order

The meeting was called to order by Michael Chimente at 9:02 a.m.
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*

1.2.1 Correction to Agenda Item 3.5 Approval of 1st Interim Budget Revisions through October 31, 2020 – Incentive program balance with **18-19** carryover corrected to Incentive program balance with **19-20** carryover

1.2.2 Information/Discussion Agenda Item 4.2 2020-2021 SISCII Facility Reviews Update moved to Action Item 3.12 Discussion/Approval 2020-2021 SISCII Facility Reviews Update

1.2.3 Revised Agenda Action Item # 4.2 – 4.9

The agenda was adopted unanimously with revisions, with a roll call vote, after a motion from Joe Aldridge and a second from Claudia Davis.

1.3 Public Comment

There were no public comments.

2.0 Reports

2.1 Quarterly Investment Report through September 30, 2020

Norma Wallace presented the Quarterly Investment Report through September 30, 2020.

3.0 Action Items

3.1 Acceptance of 2019-2020 Audit Report- Sampson, Sampson & Patterson – Bill Patterson will present

Bill Patterson of Sampson, Sampson & Patterson presented the 2019-2020 Audit Report. The 20182019-2020 Audit Report was accepted unanimously, with a roll call vote, after a motion from Claudia Davis and a second from John Baker.

3.2 Approval of Committee Meeting minutes for August 20, 2020

The Committee Meeting minutes for August 20, 2020 were approved unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Jeff Winfield.

3.3 Approval of Pay Voucher Reports for July 1, 2020 – December 31, 2020

Norma Wallace presented the Pay Voucher Report for the period of July 1, 2020 through December 31, 2020. The Pay Voucher Report for July 1, 2020 – December 31, 2020 was approved unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Joe Aldridge.

3.4 Approval of Financial Reports for July 1, 2020 – October 31, 2020

Norma Wallace presented the Financial Reports for July 1, 2020 – October 31, 2020. The Financial Reports for July 1, 2020 – October 31, 2020 were approved unanimously, with a roll call vote, after a motion from Joe Aldridge and a second from Jared Critchfield.

3.5 Approval of 1st Interim Budget Revisions through October 31, 2020

Norma Wallace presented the 1st Interim Budget Revisions through October 31, 2020. The 1st Interim Budget Revisions through October 31, 2020 were approved unanimously, with a roll call vote, after a motion from John Baker and a second from Jeff Winfield.

3.6 Approval of 1st Interim Administrative Costs through October 31, 2020

Norma Wallace presented the 1st Interim Administrative Costs through October 31, 2019. The 1st Interim Administrative Costs through October 31, 2020 were approved unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Joe Aldridge.

3.7 Approval of Company Nurse Contract July 2021 – June 2024

Norma Wallace presented the Company Nurse Contract July 2021 – June 2024 with an edit – removal of JPA Board President Joe Silva. The Company Nurse Contract July 2021 – June 2024 was approved unanimously, with a roll call vote, after a motion from Jeff Winfield and a second from Jared Critchfield.

3.8 Approval of YORKE Services Contract July 2021 – June 2022

Norma Wallace presented the YORKE Services Contract July 2021 – June 2022. The YORKE Services Contract July 2021 – June 2022 was approved unanimously, with a roll call vote, after a motion from Joe Aldridge and a second from Kathy Griggs.

3.9 Approval of Sampson, Sampson, Patterson Auditing Services Contract June 2022 – June 2024

Norma Wallace presented the Sampson, Sampson, Patterson Auditing Services Contract June 2022– June 2024. The Sampson, Sampson, Patterson Auditing Services Contract June 2022– June 2024 was approved unanimously, with a roll call vote, after a motion from John Baker and a second from Claudia Davis.

3.10 Discussion/Approval of Schools Legal Service Contract February 2021- June 2023

Norma Wallace discussed the Schools Legal Service Contract February 2021 – June 2023. The Schools Legal Service Contract February 2021 – June 2023 was approved unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Matthew Strahl.

3.11 Discussion/Approval of Workers’ Compensation Program Defense Coverage Policy Revision

Norma Wallace discussed the Workers’ Compensation Program Defense Coverage Policy Revision. The Workers’ Compensation Program Defense Coverage Policy Revision was approved unanimously, with a roll call vote, after a motion from Jeff Winfield and a second from Matthew Strahl.

3.12 Discussion/Approval 2020-2021 SISCII Facility Reviews Update

Norma Wallace discussed the SISCII Facility Reviews Update. SISCII will not be conducting 2020-2021 Facilities Reviews. A motion was made for the \$20,000.00 collected for 2020-2021 Facilities Reviews Awards be rolled over to 2021-2022 Facilities Reviews Awards. The 2020-2021 Facility Reviews Update was approved unanimously, with a roll call vote, after a motion from Matthew Strahl and a second from Claudia Davis.

4.0 Information/Discussion Items

4.1 Time of Hire Workers’ Compensation Brochure

Norma Wallace discussed the Time of Hire Workers’ Compensation Brochure.

~~ 4.2 2020-2021 SISCII Facility Reviews Update~~ moved to Action Item 3.12 Discussion/Approval 2020-2021 SISCII Facility Reviews Update**

4.2 Workers’ Compensation Administrator update

Norma Wallace discussed the Workers’ Compensation Administrator update. Committee recommended for Director to bring information on Experience

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Modifications and rates for our Workers' Compensation Program to the February 4, 2021 Board Meeting.

4.3 2021-2022 Property & Liability Premium Information

Norma Wallace discussed 2021-2022 Property & Liability Premium Information. SISCII will be using 2019-2020 ADA for 2021-2022 Property & Liability Premium rates due to the COVID-19 Hold Harmless Provision from the State of California.

4.4 SISCII Property & Vehicle Database Update Reminder

Norma Wallace discussed the SISCII Property & Vehicle Database Update Reminder. The JPA will be sending Districts their database inventory to be reviewed. Any changes to be made by April 1, 2021.

4.5 2020-2021 Tuolumne JPA Safety Credit Balances

Norma Wallace presented the 2020-2021 Tuolumne JPA Safety Credit Balances.

4.6 Updated Tuolumne JPA Calendar

Norma Wallace presented the 2020-2021 Updated Tuolumne JPA Calendar.

4.7 2020-2021 Tuolumne JPA Training Date Reminders

Norma Wallace discussed the Title IX Workshop on January 21, 2021 and the CPR/First AED Training on January 30, 2021.

4.8 SELF-2020 AB 218 Revived Liability Funding Plan

Norma Wallace discussed the SELF-2020 AB 218 Revived Liability Funding Plan. Districts were invoiced individually from SELF. The Committee recommended for the Board to approve using JPA Property & Liability Fund Balance or Investment Funds for the SELF-2020 invoices.

4.9 COVID-19 Q&A

The Committee discussed vaccinations for students and staff, concerns with Youth Sports, AB 685, Cal/OSHA Regulations, Workers' Compensation notifications, new requirements for COVID Safety Plans, and FFCRA.

5.0 Adjournment

The JPA Committee was adjourned at 10:52 a.m.

Note: Next Regular Committee Meeting of the Tuolumne JPA
Thursday, March 18, 2021 at 9:00 a.m.

Bret Harte Union High School District Board Room – or virtual
323 South Main St, Angels Camp, CA

Respectfully Submitted,

Jean Wolfgang

Executive Assistant, Account Specialist JPA