

Tuolumne Joint Powers Authority

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



Minutes

August 25, 2022

9:00 a.m.

Tuolumne County Superintendent of Schools

175 Fairview Lane, Room 217

Sonora, CA 95370

This meeting was conducted by teleconference pursuant to provisions in AB 361 and Tuolumne Joint Powers Authority Resolution No. 2021-01.

In Attendance:

Dr. Torie Gibson, Amador COE

Jared Critchfield, Amador USD

Carmel Portillo, Belleview School

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Contessa Pelfrey, Jamestown School

Cheryl Griffiths, Sonora El

Ed Pelfrey, Sonora UHSD

Isabel Valadez, Soulsbyville SD

Ben Howell, Summerville Elementary

Michael Merrill, Summerville UHSD

Cathy Parker, Tuolumne County SOS

Tom Hoskins, Vallecito USD

Also in attendance, in-person, were: Cindy Jensen-Summerville UHSD; Lisa Rico-Tuolumne County SOS; and Norma Wallace and Jean Wolfgang- Tuolumne JPA.

In attendance via Zoom were: Jana Hanak -Alpine COE/USD, Jennifer Shimer-Big Oak Flat/Groveland; Scott Nanik-Bret Harte UHSD; Paula Wyant-Mark Twain UESD, Kim Evans -Sonora UHSD, Jeff Winfield-Soulsbyville SD, Steve Liaty-Wells Fargo Advisors; Kathryn Nelms and Marci Oyler-LWP; and Jennet Horder-ABD/Newfront.

1.0 Call to Order

Board President Cathy Parker called the meeting to order at

2.0 Pledge

Board President Cathy Parker led the Pledge of Allegiance.

3.0 Introductions

Board Members introduced themselves.

4.0 Adoption of Tuolumne Joint Powers Authority Resolution No. 2022-03 Authorizing Continued Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code 54953.

Norma Wallace presented the Tuolumne JPA Resolution No. 2022-03 Authorizing Use of Remote Teleconferencing Provision Pursuant to AB 361 and Government Code 54953.

The Tuolumne JPA Resolution No. 2022-03 Authorizing Use of Remote Teleconferencing Provision Pursuant to AB 361 and Government Code 54953 was adopted as presented, with 15 yes and 1 abstention, with a roll call vote, after a motion from Jared Critchfield and a second from Michael Merrill.

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

The Agenda was adopted as presented, with a roll call vote, after a motion from Claudia Davis and a second from Jared Critchfield.

6.0 Adoption of Minutes

- 6.1 Tuolumne JPA Committee Meeting, April 21, 2022
- 6.2 Tuolumne JPA Board Meeting, May 12, 2022
- 6.3 Tuolumne JPA Special Board Meeting, June 9, 2022
- 6.4 Tuolumne JPA Special Board Meeting, July 7, 2022
- 6.5 Tuolumne JPA Special Board Meeting, August 4, 2022

All minutes were adopted unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Ben Howell.

7.0 Public Comment

The law allows the Public to address the Board on any matter, whether or not it is on the Agenda; but the law prohibits action by the Board on NON-Agenda items according to G.C. 54954.3

There was no public comment

8.0 Presentations

8.1 Wells Fargo Advisors

Steve Liaty of Wells Fargo Advisors presented the Tuolumne JPA Investment Portfolio Summary for period ending June 30, 2022. Information only, no action needed.

9.0 Action Items

9.1 Closed Session – G.C. 54956.95

The meeting adjourned to closed session at 9:23 a.m. and returned to open session at 9:40 a.m.

9.1.1 Workers' Compensation Claims Settlements

District

Claim Number

Amador County Unified School District

2033200109

This claim was settled as recommended and presented, unanimously with a roll call vote, after a motion from Tom

9.1.2 2021-2022 4th Quarter (April 1 – June 30) Workers' Compensation Injury Summary Report

Norma Wallace discussed the 2021-2022 4th Quarter (April 1 – June 30) Workers' Compensation Summary Report with the Board. Information only, no action needed.

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9.1.3 Property & Liability Claims

Norma Wallace discussed the Property & Liability Claims with the Board. Information only, no action needed.

Return to Open Session

Board President Cathy Parker reported the closed session item.

9.2 Adoption of 2021-2022 Final Administrative Costs

Norma Wallace presented the 2021-2022 Final Administrative Costs. The 2021-2022 Final Administrative Costs 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 Ed Pelfrey.

9.3 Adoption of 2021-2022 Year-End Budgets

Norma Wallace presented the Year-End Budgets for 2020-2021. The 2020-2021 Year-End Budgets 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 Michael Merrill.

9.4 Adoption of 2021-2022 Year-End Financial Reports

Norma Wallace presented the 2021-2022 Financial Reports. The 2021-2022 Year-End Financial Reports 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 Jared Critchfield.

9.5 Adoption of Tuolumne JPA Executive Director Salary Restructure

Cathy Parker presented the Tuolumne JPA Executive Director Salary Restructure. The Tuolumne JPA Executive Director Salary Restructure from Range 12 Step 6 to Range 13 Step 6 was adopted unanimously as presented and recommended by the Tuolumne JPA Committee with Option B for funding, with a roll call vote, after a motion from Ben Howell and a second from Cheryl Griffiths.

9.6 Adoption of 2022-2023 Final Property & Liability Rates

Norma Wallace presented the 2022-2023 Final Property & Liability Rates and the 2022-2023 Restructure Final Property & Liability Rates (included in item 9.5). The 2022-2023 Restructure Final Property & Liability Rates were adopted unanimously, as presented, with a roll call vote, after a motion from Claudia Davis and a second from Jared Critchfield.

9.7 Adoption of 2022-2023 Final Property & Liability Safety Credit Balances

Norma Wallace presented the 2022-2023 Final Property & Liability Safety Credit Balances. The 2022-2023 Final Property & Liability Safety Credit Balances were adopted unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Kathy Griggs and a second

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from Tom Hoskins.

9.8 Adoption of Tuolumne JPA Conflict of Interest Code – Review

Norma Wallace reviewed the Conflict of Interest Code with the Board. No changes were made. The Conflict of Interest Code was 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 Ed Pelfrey.

9.9 Approval of Revised 2022-2023 Tuolumne JPA Calendar

Norma Wallace presented the Revised 2022-2023 Tuolumne JPA Calendar. The Revised 2022-2023 Tuolumne JPA Calendar was approved 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 Cheryl Griffiths.

9.10 Approval of AB 218 Revived Liability Funding Plan Invoice

Norma Wallace presented the AB 218 Revived Liability Funding Plan Invoice. The AB 218 Revived Liability Plan Invoice was approved unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Jared Critchfield and a second from Kathy Griggs.

9.11 Approval of Public School Works Premium On-Line Training Platform Contract

Norma Wallace presented the Public School Works Premium On-Line Training Platform Contract. The Public School Works Premium On-Line Training Platform Contract, the JPA will pay for year 1 (22-23) and was approved unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Jared Critchfield and a second from Tom Hoskins.

9.12 Approval of 2022-2023 Tuolumne JPA Contracted Services - Revised

Norma Wallace presented the 2022-2023 Tuolumne JPA Contracted Services – Revised. The 2022-2023 Tuolumne JPA Contracted Services - Revised WorkSTEPS contracted with a new clinic and reduced the pre-employment physical cost for Alpine from \$270 to \$260 per test. was approved unanimously as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Contessa Pelfrey and a second from Michael Merrill.

9.13 Adoption of 2022-2023 Tuolumne JPA Field Trip Guidelines

Norma Wallace presented the 2022-2023 Tuolumne JPA Field Trip Guidelines. The changes are: axe throwing and gaga pits are disallowed activities and archery is only allowed if part of curriculum. The 2022-2023 Tuolumne JPA Field Trip Guidelines as presented and recommended by the Tuolumne JPA Committee, with a roll call vote, after a motion from Claudia Davis and a second from Torie Gibson.

10.0 Information Items (Norma Wallace will present Items 10.1-10.10)

10.1 Tuolumne JPA Appliance Guidelines

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Norma Wallace discussed the Tuolumne JPA Appliance Guidelines. The Committee recommended adding the subrogation language to page 3 and adding the Tuolumne JPA Appliance Guidelines to Public School Works Platform for staff to review and sign.

10.2 Tuolumne JPA Transportation Policy

Norma Wallace discussed the Tuolumne JPA Transportation Policy. No changes were made. Just a reminder, District vehicles cannot be borrowed/leased/used for private events. The Committee recommended adding the Tuolumne JPA Transportation Policy to Public School Works Platform for staff to review and sign and to add the DMV Pull information to the driver registration form.

10.3 2022-2023 SISCII Memorandum of Coverage – Auto, Property, and Liability

Norma Wallace discussed the 2022-2023 SISCII Memorandum of Coverage – Auto, Property, and Liability. There were no changes from the previous year.

10.4 2022-2023 SISCII Follow-up Facility Reviews

Norma Wallace discussed the 2022-2023 SISCII Follow-Up Facility Review. SISCII will begin the follow-up reviews in September.

10.5 Reminder to file Registry of Public Agency – Statement of Facts

Norma Wallace reminded the Districts to file The Registry of Public Agencies – Statement of Facts with the Secretary of State and County Clerk.

10.6 2022-2023 Tuolumne JPA Committee Member List

Norma Wallace provided Board Members with the 2022-2023 Tuolumne JPA Committee Member List.

10.7 2022-2023 Tuolumne JPA Board Member List

Norma Wallace provided Board Members with the 2022-2023 Tuolumne JPA Board Member List.

10.8 2022-2023 Tuolumne JPA Training Date Reminders

Norma Wallace discussed the 2022-2023 Training Date Reminders for CPR, Administrative Personnel, Supervisors' Workshop, Aerial Lift and Forklift Trainings.

10.9 COVID-19 Q&A

- CDPH still requires weekly testing for non-vaccinated employees under the CDPH Order: Vaccination Verification for School Workers
- Discussed exclusion pay per Cal/OSHA ETS
- Tuolumne County will rescind Public Health order when COVID -19 cases are lower per Local Public Health
- 6-foot distancing rule excluded from Close Contact definition per CDPH/Cal/OSHA

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11.0 Requests/Correspondence

No Requests/Correspondence of interest were shared by Board President Cathy Parker.

12.0 Comments from Board Members

No Members presented any requests or comments to the Board.

13.0 Adjournment

The meeting was adjourned at 11:01 a.m.

Next Board Meeting

Special Board Meeting

September 22, 2022 at 9:00 a.m. Via Zoom

Next Regular Board Meeting of the Tuolumne Joint Powers Authority

Thursday, February 2, 2023 at 9:00 a.m.

Tuolumne County Superintendent of Schools, Room 217

Respectfully Submitted,

Scott Nanik

JPA Secretary