

# 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 12, 2023

9:00 a.m.

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

*This meeting was conducted by 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*

*TJPA Committee Member*

*Cheryl Griffiths, Sonora Elementary School Representative at the following location:*

*Sonora Elementary School*

*830 Greenley Rd, Sonora, CA 95370*

### **In Attendance at location:**

Scott Nanik, Bret Harte UHSD

Jared Critchfield, Amador COE/USD

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Leigh Shampain, Columbia USD

Ed Pelfrey, Sonora UHSD

Jeff Winfield, Soulsbyville

Also in attendance were: Bill Patterson of Sampson, Sampson & Patterson via Zoom; Lisa Rico of Tuolumne County Superintendent of Schools; 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 Claudia Davis at 9:07 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 Reports**

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## **2.1 Quarterly Investment Report through September 30, 2022**

Norma Wallace presented the Quarterly Investment Report through September 30, 2022.

## **3.0 Action Items**

### **3.1 Acceptance of 2021-2022 Audit Report- Sampson, Sampson & Patterson – Bill Patterson will present**

Bill Patterson of Sampson, Sampson & Patterson presented the 2021-2022 Audit Report. There were not adjustments and not findings. The 2021-2022 Audit Report was accepted unanimously, with a roll call vote, after a motion from Leigh Shampain and a second from Jeff Winfield.

### **3.2 Approval of Committee Meeting minutes for August 18, 2022**

The Committee Meeting minutes for August 18, 2022 were approved unanimously, with a roll call vote, after a motion from Kathy Griggs and a second from Ed Pelfrey.

### **3.3 Approval of Pay Voucher Reports for July 1, 2022 – December 31, 2022**

Norma Wallace presented the Pay Voucher Report for the period of July 1, 2022 – December 31, 2022. The Pay Voucher Report for July 1, 2022 – December 31, 2022 was approved unanimously, with a roll call vote, after a motion from Leigh Shampain and a second from Scott Nanik.

### **3.4 Approval of Financial Reports for July 1, 2022 – October 31, 2022**

Norma Wallace presented the Financial Reports for July 1, 2022 – October 31, 2022. The Financial Reports for July 1, 2022 – October 31, 2022 were approved unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Ed Pelfrey.

### **3.5 Approval of 1<sup>st</sup> Interim Budget Revisions through October 31, 2022**

Norma Wallace presented the 1<sup>st</sup> Interim Budget Revisions through October 31, 2022. The 1<sup>st</sup> Interim Budget Revisions through October 31, 2022 were approved unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Ed Pelfrey.

### **3.6 Approval of 1<sup>st</sup> Interim Administrative Costs through October 31, 2022**

Norma Wallace presented the 1<sup>st</sup> Interim Budget Administrative Costs through October 31, 2022. The 1<sup>st</sup> Interim Administrative Costs through October 31, 2022 were approved unanimously, with a roll call vote, after a motion from Ed Pelfrey and a second from Kathy Griggs.

### **3.7 Approval of YORKE Services Contract July 2023 – June 2026**

Norma Wallace presented the YORKE Services Contract July 2023 – June 2026. Please note, the Agenda stated July 2023- June 2024. Norma Wallace requested a 3-year contract. The YORKE Services Contract July 2023 – June 2026 was approved unanimously, with a roll call vote, after a motion from Jared Critchfield and a second from Leigh Shampain.

### **3.8 Approval Tuolumne JPA Bylaws-Revision**

Norma Wallace discussed the Tuolumne JPA Bylaws-Revision. The Tuolumne JPA Bylaws-

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Revision was approved unanimously, with a roll call vote, after a motion from Kathy Griggs and a second from Leigh Shampaign.

## **4.0 Information/Discussion Items**

### **4.1 High Risk Club/Sports/Activities**

Norma Wallace discussed High Risk Club/Sports/Activities. Race Car building and driving. The Committee would like to explore a JPA Policy for Race Car Activities. A draft of this Policy will be brought to the next Committee Meeting.

### **4.2 2022-2023 Tuolumne JPA Safety Credit Balances**

Norma Wallace presented the 2022-2023 Tuolumne JPA Safety Credit Balances.

### **4.3 Updated 2022-2023 Tuolumne JPA Member List**

Norma Wallace presented the Updated 2022-2023 Tuolumne JPA Member List.

### **4.4 Updated 2022-2023 Tuolumne JPA Calendar**

Norma Wallace presented the Updated 2022-2023 Tuolumne JPA Calendar

### **4.5 2022-2023 Tuolumne JPA Training Date Reminders**

Norma Wallace presented the 2022-2023 Tuolumne JPA Training Date Reminders.

### **4.6 AB 218 Annual Report-Update**

Norma Wallace discussed the SELF AB 218 Annual Report – Update.

### **4.7 Public School Works-Update**

Norma Wallace provided an update on the Public School Works on-line training platform.

### **4.8 2022-2023 SISCII Follow-Up Facility Reviews-Update**

Norma Wallace provided an update on the 2022-2023 SISCII Follow-Up Facility Reviews.

### **4.9 COVID-19 Q&A**

Norma Wallace and the Committee discussed the following:

- The Cal/OSHA COVID-19 Prevention Non-Emergency Regulations. These regulations will take effect once they are approved by the Office of Administrative Law
- Exclusion pay – will be discussed at Cal/OSHA’s January 19 Board Meeting
- COVID-19 outbreak reporting
- Workplace exposure notifications and requirements
- Training
- IIPP

## **5.0 Adjournment**

**The meeting adjourned at 10:29 a.m.**

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Note: Next Regular Committee Meeting of the Tuolumne JPA Thursday,  
March 17, 2022 at 9:00 a.m.

Bret Harte Union High School District Board Room #53  
323 South Main St, Angels Camp, CA

**Respectfully Submitted,**

**Jean Wolfgang**  
Executive Assistant, Account Specialist  
Tuolumne JPA