

Tuolumne Joint Powers Authority

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



Board Meeting Minutes

April 10, 2025

9:00 a.m.

Tuolumne County Superintendent of Schools

175 Fairview Lane

Sonora, CA 95370

In Attendance:

Jared Critchfield, Amador COE/USD

Robert Norton, Amador COE/USD

Carmel Portillo, Bellevue School

Wynette Hilston, Big Oak Flat/Groveland

Scott Nanik, Bret Harte UHSD

Claudia Davis, Calaveras COE

Erika Cotta, Calaveras USD

Shawn Posey, Curtis Creek School

Contessa Pelfrey, Jamestown School

Louise Simson, Mark Twain UESD

Cat Eastburn, Mark Twain UESD

Ed Pelfrey, Sonora UHSD

Roy Morlan, Soulsbyville SD

Isabel Valadez, Soulsbyville SD

Ben Howell, Summerville Elementary

Michael Merrill, Summerville UHSD

Zack Abernathy, Tuolumne County SOS

Lisa Rico, Tuolumne County SOS

Gabe Wingo, Twain Harte School

Tom Hoskins, Vallecito USD

Also in attendance in person were: Norma Wallace and Jean Wolfgang from the Tuolumne JPA. In attendance via Zoom were: Ziruo Wang and Ruqaya Allo from Aon; Marci Oyler, Angela Long and Stacey Bean from LWP; Jennet Horder from Newfront and Kerri Jones from SISC.

1.0 Call to Order

Zack Abernathy called the meeting to order at 9:05.

2.0 Pledge

Zack Abernathy led the Pledge of Allegiance.

3.0 Introductions

Guests and 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 as presented, after a motion from Scott Nanik and a second from Shawn Posey.

5.0 Adoption of Minutes

5.1 Tuolumne JPA Committee Meeting, January 23, 2025

5.2 Tuolumne JPA Board Meeting, February 6, 2025

All meeting minutes were adopted unanimously, after a motion from Jared Critchfield and a second from Scott Nanik.

6.0 Public Comment

There were no public comments.

7.0 Closed Session – G.C. 54956.95

The meeting adjourned to closed session at 9:09 a.m. and returned to open session at 9:42 a.m.

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7.1 Workers' Compensation Claim Settlements

<u>District</u>	<u>Claim Number</u>
Amador County Unified School District	#1933200122 and SAC0000130197
Amador County Unified School District	# 22333200120
Summerville Union High School District	# 2233200085

All claims were settled as recommended with 1 abstention.

7.2 Workers' Compensation Injury Summary Report

Norma Wallace discussed the Workers' Compensation Settlement Claims from September 30, 2024-December 31, 2024. No Action taken, information only.

7.3 Property & Liability Claims

Norma Wallace discussed Property & Liability Claims with the Board and the AB218 \$4 billion claims settlement reached in Los Angeles County.

No Action taken, information only.

JPA Board President Zack Abernathy reported Closed Session information. The Board took action workers' compensation claims. Summary reports were given on workers' compensation and property and liability claims.

8.0 Action Items

8.1 Presentation and Adoption of the December 31, 2024 Workers' Compensation Actuarial

Ziruo Wang from Aon presented the December 31, 2024 Workers' Compensation Actuarial Study. The December 31, 2024 Workers' Compensation Actuarial Study was adopted unanimously as presented, after a motion from Claudia Davis and a second from Michael Merrill.

8.2 Approval of Safety National Excess Insurance Contract July 1, 2025 – June 30, 2026

Norma Wallace presented the Safety National Excess Insurance Contract July 1, 2025 – June 30, 2026 with a \$400,000 SIR. The Safety National Excess Insurance Contract July 1, 2025 – June 30, 2026 with a \$400,000 SIR was approved unanimously as presented and recommended by the Tuolumne JPA Committee, after a motion from Scott Nanik and a second from Shawn Posey.

8.3 Approval of 2025-2026 Preliminary Workers' Compensation Rates

Norma Wallace presented the 2025-2026 Preliminary Workers' Compensation Rates. The 2025-2026 Preliminary Workers' Compensation Rates were approved unanimously as presented and recommended by the Tuolumne JPA Committee, after a motion from Wynette Hilton and a second from Ben Howell.

8.4 Presentation 2024-2025 Facility Follow-up Inspections

Kerri Jones from SISC presented the 2024-2025 Facility Follow-up Inspections via Zoom. Presentation only, no action needed. Kerri mentioned the improvements at the districts were:

1. Appliances were either removed or authorized to be on site with the appliance authorization form.
2. Chemicals were removed or stored properly in a locked cabinet.

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3. Furniture that was not allowed was removed.
4. Playground equipment as repaired or removed. *please note that TK playground equipment differs from K-12 playground equipment.

8.5 Approval of Tuolumne JPA 2024-2025 Facility Follow-Up Inspection Awards

Norma Wallace presented the 2024-2025 Facility Follow-Up Inspection Awards.

1. K-8 School District – Sonora Elementary
2. Multi-site District – Jamestown
3. Unified School District – Calaveras Unified
4. High School District – Bret Harte UHSD
5. County Office – Tuolumne COE

The Board approved the Tuolumne JPA 2024-2025 Facility Follow-Up Inspection Awards as presented.

8.6 Adoption of Tuolumne JPA Financial Reports through January 31, 2025

Norma Wallace presented the Tuolumne JPA Financial Reports through January 31, 2025. The Tuolumne JPA Financial Reports through January 31, 2025 were adopted unanimously as presented and recommended by the Tuolumne JPA Committee, after a motion from Shawn Posey and a second from Michael Merrill.

8.7 Approval of Tuolumne JPA Investment Policy – Review

Norma Wallace discussed the Tuolumne JPA Investment Policy – Review. The policy was reviewed by the JPA Committee and there were no changes. The Tuolumne JPA Investment Policy - Review was approved unanimously as presented and recommended by the Tuolumne JPA Committee, after a motion from Claudia Davis and a second from Shawn Posey.

8.8 Approval of CPR/First Aid/AED Instructor Training

Norma Wallace presented the CPR/First Aid/AED Instructor Training. The CPR/First Aid/AED Instructor Training was approved unanimously as presented and recommended by the Tuolumne JPA Committee, after a motion from Tom Hoskins and a second from Ben Howell.

8.9 Approval of Annual Document Destruction – 2025-2026

Norma Wallace presented the Annual Document Destruction List – 2025-2026. The Annual Document Destruction – 2025 -2026 was approved unanimously, after a motion from Jared Critchfield and a second from Wynette Hilson..

9.0 Information Items (Norma Wallace will discuss information items)

9.1 Mandatory Duties (CANRA/CA Penal Code §11164)

Norma Wallace discussed Mandatory Duties (CANRA/CA Penal Code §11164).

She provided members with JPA Member Alert Mandatory Duties and discussed the urgency of filing a SCAR report when necessary and in a timely manner.

9.2 Claim and Incident Reporting Guidelines/Reservation of Rights

Norma Wallace discussed Claim and Incident Reporting Guidelines/Reservation of Rights. She provided members with a copy of the guidelines and discussed the importance of notifying her of claims and potential claims as soon as possible to avoid reservation of rights/refusal of coverage by our insurance carriers.

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9.3 2025-2026 Tuolumne JPA Contracted Services

Norma Wallace presented and discussed the 2025-2026 Tuolumne JPA Contracted Services.

9.4 2024-2025 NEWFRONT-No Additional Revenue Compensation

Norma Wallace presented the 2024-2025 NEWFRONT – No Additional Revenue Compensation letter.

9.5 2024-2025 Tuolumne JPA Board Member List – Update

Norma Wallace presented the 2024-2025 Tuolumne JPA Board Member List – Update. She mentioned that Tonya Winton from Twain Harte has retired after 28 years as a CBO and Casey McCabe is now the CBO at Twain Harte.

9.6 SISCII Property & Vehicle Update Reminder

Jean Wolfgang discussed the SISCII Property & Vehicle Update Reminder and provided members with a memo as a reminder to update their inventory for the 2025-2026 P&L rates.

9.7 2024-2025 Tuolumne JPA Training Date Reminders

Norma Wallace discussed 2023-2024 Tuolumne JPA Training Date Reminders. Aerial Lift Training and Forklift Training June 10

10.0 Requests/Correspondence

No Requests/Correspondence.

11.0 Comments from Board Members

Board members commented on:

1. Unvaccinated students
2. Self AB 218 Claim budgeting

12.0 Adjournment

The Meeting adjourned at 10:58 a.m.

Next Regular Board Meeting of the Tuolumne Joint Powers Authority

Thursday, May 8, 2025 at 9:00 a.m

Greenhorn Creek Resort

711 McCauley Ranch Rd.

Angels Camp, CA 95222

Respectfully Submitted,

Scott Nanik

Tuolumne JPA Secretary