



Sandy Seifert-Raffelson, Board President

Robert Swan, Vice President
Jesse Claypool, Secretary
Mike Scheafer

Timothy Unruh, CSDM
Thomas Wright
Robert Housley

**Special District Risk Management Authority
Regular Board Meeting**

**Wednesday, August 7, 2024
2:00 p.m.**

**1112 I Street, 3rd Floor, Earl Sayre Board Room
Sacramento, CA 95814**

and

Via Zoom

**Phone: (669) 900-9128
Meeting ID: 562 012 1037
Password: 875411**

*Note: Agenda posting and meetings are done in accordance with Ralph M. Brown Act. Govt. Code §54954.2 and §54953 (b) (1) allows local agencies to conduct meetings via teleconferencing. Part (b) (3) of the same section requires that all teleconference locations be identified in the agenda, and that each location be accessible to the public. Section (b) (2) of this Section requires that **all votes taken during a teleconference meeting shall be by roll call**. Any agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion.*

A copy of this agenda must be posted at each location

Teleconference Participants

The following Director(s) will participate in the Board meeting via teleconference at the locations listed:

Director Scheafer, 1551 Baker Street, Suite B, Costa Mesa, CA 92626

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a regular meeting to arrange for such reasonable accommodations: Candice Richardson, (916) 231-4141 or crichardson@sdrma.org.

AGENDA

1.0 CALL MEETING TO ORDER

- 1.1 Roll Call
- 1.2 Administer Oath of Office to New Director (Chief Executive Officer)14
Administer the Oath of Office to newly appointed Director Robert Housley.
- 1.3 Consideration of Off Agenda Items

Pursuant to Government Code Section 54954.2(b), except as provided in this paragraph, no action or discussion shall be taken at a regular meeting on any item which does not appear on the posted Final Agenda. Pursuant to Government Code Section 54954.2 (b)(2) an item may be added to the Final Agenda after the Final Agenda has been posted upon a determination by a two-thirds vote of the Board of Directors (or an unanimous vote if less than two-thirds of the Board of Directors are present); the vote shall be on a motion stating that there is a need to take immediate action and that the need for action came to the attention of the Board of Directors subsequent to the Final Agenda being posted. Any such motion shall be accompanied by distribution of a written statement on a form provided by the office of the Chief Executive Officer/Secretary of the Board, to be included in the record, stating the facts upon which it can be determined that the need to take action arose after the Final Agenda was posted. In addition, action may be taken on an item not on the posted Final Agenda under the circumstances stated in Government Code Section 54954.2 (b)(1) [emergency] and 54954.2 (b)(3) [continued regular meetings].

2.0 PUBLIC COMMENT

At this time, members of the public may speak on any item not on the agenda with comments limited to 5 minutes per person. A maximum time limit of 20 minutes for all public testimony is permitted under this agenda item. The Board reserves the right to waive the foregoing time limits by a majority vote.

3.0 CONSENT CALENDAR – Items expected to be routine and non-controversial

- 3.1 Approval of Minutes, June 26-27, 202418
An action to approve the Minutes of the above Board meeting.
- 3.2 Meeting, Conference, and Educational Schedules37
Review the 2024 meeting, conference, and educational schedules.
- 3.3 Paid Bills Listings.....42
An action to ratify payment of bills paid for the months of April, May and June 2024.

| | | |
|-----|--|----|
| 3.4 | Quarterly Financial Reports..... | 58 |
| | <i>An action to receive and file the quarterly financial reports presented for the Property/Liability, Workers’ Compensation, Health Benefits Programs, and Joint/Common Allocated Operations.</i> | |

4.0 GENERAL BUSINESS ITEMS AND PRESENTATIONS

| | | |
|-----|---|-----|
| 4.1 | Proposed Bylaw Revisions (Chief Executive Officer) Time-Sensitive – 2:00 | 88 |
| | <i>An action item to approve the proposed Bylaws to be effective August 16, 2024.</i> | |
| 4.2 | Executive Summary of Training (Board President) | 107 |
| | <i>An informational item to review and discuss training sessions attended since the last Board meeting.</i> | |
| 4.3 | CSDA Business and Activity Update (CSDA Chief Executive Officer) | 108 |
| | <i>An informational item to review and discuss CSDA business and activity.</i> | |
| 4.4 | Alliance Executive Council Business and Activity Update (CSDA Chief Executive Officer; AEC Members) | 117 |
| | <i>An informational item to review and discuss AEC business and activity.</i> | |
| 4.5 | Special District Leadership Foundation Business and Activity Update (CSDA Chief Executive Officer; SDLF Members) | 120 |
| | <i>An informational item to review and discuss SDLF business and activity.</i> | |
| 4.6 | CSDA Committee Updates (Board President) | 124 |
| | <i>An informational item regarding CSDA Committees updates.</i> | |
| 4.7 | Member Services/Underwriting Update (Member Services Manager; Underwriting/Program Manager) | 126 |
| | <i>An action item to receive and file the reports for Underwriting, Health Benefits, and Member Services.</i> | |
| 4.8 | Board Policy Review and Revisions (Member Services Manager)..... | 136 |
| | <i>An action item to approve Board Policy No. 2024-09 (formerly 2023-02) Guidelines for the Risk Management Subsidy Fund.</i> | |
| 4.9 | Special District Reinsurance Group (SDRG) Captive Update (Chief Executive Officer) | 139 |
| | <i>An informational item to provide the Board of Directors with an update on the SDRG Captive.</i> | |

| | | |
|------|--|-----|
| 4.10 | Proposed New Position (Chief Executive Officer) | 143 |
| | <i>An action item to approve the addition of a new position, Data Architect.</i> | |

5.0 CLAIMS/RISK CONTROL ITEMS

| | | |
|-----|--|-----|
| 5.1 | Quarterly Claims Review and Settlement Approval (Chief Risk Officer) | 150 |
| | <i>Staff recommends the following actions:</i> | |

- 1) *Receive and file the status report concerning claims activities for the quarter ending June 30, 2024; and*
- 2) *Approve claims settlements as presented in the status report*

| | | |
|-----|--|-----|
| 5.2 | Quarterly Risk Control Update – Q4 2023-24 (Risk Control Manager) | 161 |
| | <i>An action item to receive and file the status report regarding safety and risk control efforts by SDRMA for the quarter ending June 30, 2024.</i> | |

| | | |
|-----|---|-----|
| 5.3 | Aggregate Stop-Loss Attachment Point & Corridor Quarterly Status Review (Chief Financial Officer) | 165 |
| | <i>An action item to receive and file the Aggregate Stop-Loss Attachment Point and Corridor Quarterly Status Reports.</i> | |

6.0 FINANCIAL ITEMS

| | | |
|-----|---|-----|
| 6.1 | Treasurer’s Quarterly Investment Report (Chief Financial Officer; Lauren Brant, Public Financial Management; Michael Kronbetter, Public Financial Management) | 170 |
| | <i>An action item to receive and file the Quarterly Investment Report, Certification of Investments, and Cash Flow Sufficiency.</i> | |

7.0 REPORTS/COMMENTS/OTHER BUSINESS

| | | |
|-----|---|--|
| 7.1 | Staff Reports and Updates | |
| 7.2 | Board Director Reports, Comments, Future Agenda Items, Recommendations, and Questions | |

8.0 ADJOURNMENT

The next Board meeting will be held November 6-7, 2024, at the SDRMA Administration Building, 1112 I Street, 3rd Floor, Earl Sayre Board Room Sacramento, CA 95814. Items to be discussed at this meeting include:

- Financial Audit Results
 - Internal Control Policy Review
 - Actuarial Projections
 - Legislative Wrap-up
 - 2025 Board Meeting Schedule
 - AEC Collaborative Opportunities and Marketing Plan
- 2025 Election Timeline
 - Quarterly Reports:
 - Underwriting
 - Claims Status
 - Risk Control Activities
 - Treasurer’s Report
 - Financial Reports

Posted on August 1, 2024



ADA Compliance: *In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact Candice Richardson, at (800) 537-7790 or at crichardson@sdrma.org. Request must be made as early as possible.*