



Mike Scheafer, Board President

Sandy Seifert-Raffelson, Vice President
Robert Swan, Secretary
David Aranda, CSDM

Timothy Unruh, CSDM
Jesse Claypool
Thomas Wright

Special District Risk Management Authority
Regular Board Meeting

Wednesday, November 2, 2022
2:00 p.m.

Thursday, November 3, 2022
7:30 a.m.

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

In compliance with AB361 this will be a hybrid virtual/in-person meeting in the SDRMA Board Room/Zoom as the State continues to recommend measures to promote social distancing.

Note: Agenda postings and meetings are done in accordance with Ralph M. Brown Act. Govt. Code §54954.2 As amended by AB 361, Section 54953 (d)(3) allows local agencies to conduct meetings via teleconferencing during a proclaimed state of emergency, and state or local officials have recommended measures to promote social distancing, without complying with the requirement to identify all teleconference locations in the agenda, and without complying with the requirement that each location be accessible to the public. Section 54953 (b)(2) still 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.

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: Ashley Flores, CMC Board Clerk, (916) 231-4132 or aflores@sdrma.org

AGENDA

1.0 CALL MEETING TO ORDER

- 1.1 Roll Call
- 1.2 Approval of Agenda (Board President)

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 ADMINISTRATIVE ITEMS AND PRESENTATIONS

- 3.1 Recognition Staff Anniversaries (Board President)
- 3.2 Review Meeting, Conference, and Educational Schedules (Chief Executive Officer)
- 3.3 Review communication and correspondence (Chief Executive Officer)
- 3.4 Review of Executive Summary of Training (Board President)

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

- 4.1 **Approve** draft meeting minutes from the Regular Board meeting on August 3, 2022 and Special Board meetings on August 19, 2022, September 9, 2022, September 23, 2022, and October 6, 2022 (Board Clerk)
- 4.2 **Review** recent marketing activities (Chief Member Services Officer)
- 4.3 **Ratify** payment of bills paid for the months of July, August and September 2022 (Chief Financial Officer)
- 4.4 **Receive and file** financial reports presented for the Property/Liability, Workers' Compensation, Health Benefits Programs and Joint/Common Allocated Operations (Chief Financial Officer)
- 4.5 **Receive and file** underwriting status report for the first quarter of 2022-23 (Claims Manager)
- 4.6 **Receive and file** SDRG Captive update (Chief Financial Officer)

- 4.7 **Declare** that certain items are obsolete and have no value to SDRMA; and **Authorize** staff to dispose of the obsolete property (Chief Financial Officer)
- 4.8 **Adopt** Board Resolution 2022-14 Amending the Conflict of Interest Code Pursuant to the Political Reform Act of 1974 (Board Clerk)
- 4.9 **Adopt** Board Resolution 2022-15 Making Findings and Determinations under AB 361 for Continued Virtual Meetings (Board Clerk)

5.0 CSDA-RELATED ITEMS

- 5.1 **Review and discuss** CSDA business and activity (CSDA Chief Executive Officer)
- 5.2 **Approve** the 2023 Alliance Collaborative Opportunities and Marketing Plan; and **Review and discuss** Alliance Executive Council business and activity (CSDA Chief Executive Officer; Chief Executive Officer; AEC Members)
- 5.3 **Review and discuss** Special Leadership Foundation business and activity (CSDA Chief Executive Officer; Chief Executive Officer; SDLF Members)
- 5.4 **Review** of CSDA Committees Updates (Board President)

6.0 BOARD ITEMS

- 6.1 **Subject: Approval of Prospective Members into SDRMA Workers' Compensation and Property/Liability Programs**

Presenter: Wendy Tucker, Claims Manager

Recommendation: **Approve** admission of new members into the following programs:

- Workers' Compensation:
Santa Barbara Local Agency Formation Commission
- Property/Liability:
Antelope Valley Fire Protection District
California Tahoe Emergency Services Operations Authority
Lake County Fire Protection District
Prattville – Almanor Fire Protection District
Reclamation District #1601

Rough and Ready Fire Protection District
Scott Valley Fire Protection District
Tuolumne Fire District
West Almanor Community Services District

6.2 **Subject: Safety and Risk Control Quarterly Review**

Presenter: Enriqueta (Henri) Castro, Safety/Risk Control Manager

Recommendation: **Receive and file** the status report regarding safety and risk control efforts by SDRMA for the quarter ending September 30, 2022

6.3 **Subject: Claims Quarterly Review**

Presenter: Debbie Yokota, Chief Risk Officer

Recommendations: Staff recommends the following actions:

- **Receive and file** status report concerning open claims for the quarter ending September 30, 2022; and
- **Approve** claims settlements as presented in the status report

6.4 **Subject: Aggregate Stop-Loss Attachment Point & Corridor Quarterly Status Review**

Presenter: Jennifer Chilton, Chief Financial Officer

Recommendation: **Receive and file** the Aggregate Stop-Loss Attachment Point and Corridor Status Reports

6.5 **Subject: Annual Internal Control Policies Review with Proposed Revisions**

Presenter: Jennifer Chilton, Chief Financial Officer

Recommendation: **Approve** Board Policy No. 2022-09 - Defining Financial Internal Controls with proposed revisions

6.6 **Subject: 2023 Meeting Schedule**

Presenter: Laura S. Gill, Chief Executive Officer

Recommendation: Adopt the 2023 board meeting schedule, including specific direction concerning the January, February, and August meetings

6.7 **Subject: Board of Directors 2023 Election Schedule**

Presenter: Ashley Flores, Management Analyst & Clerk of the Board

Recommendation: **Approve** the 2023 Election Schedule

7.0 **TIMED ITEMS**

(This section will include presentations with a specific day and time for specific speakers: consultants, brokers, legislative director, coverage counsel, etc.)

Wednesday, November 2 – 3:00 pm

7.1 **Subject: Treasurer’s Quarterly Investment Report**

Presenters: Lauren Brant, Managing Director, Public Financial Management
Jennifer Chilton, Chief Financial Officer

Recommendation: **Receive and file** the investment report, LAIF Statement, Treasurer’s Certification of Investments and Quarterly Cash Flow Sufficiency

7.2 **Subject: Annual Independent Financial Audit and Internal Controls Final Reports**

Presenters: Jennifer Chilton, Chief Financial Officer
James Marta, Partner, Jim Marta & Company LLP

Recommendation: **Receive and file** the Annual Independent Financial Audit, Report on Internal Controls, and Letter of Communication with Those Charged with Governance for the year ended June 30, 2022, as presented

- 7.3 **Subject:** **Workers' Compensation Program Actuarial Report**
- Presenters:** Mike Harrington, President and Principal, Bickmore Actuarial
Jennifer Chilton, Chief Financial Officer
- Recommendation:** **Receive and file** the final version of the Workers' Compensation Program Actuarial Report by Bickmore Actuarial dated September 12, 2022
- 7.4 **Subject:** **Property/Liability Program Actuarial Report**
- Presenters:** Mike Harrington, President and Principal, Bickmore Actuarial
Jennifer Chilton, Chief Financial Officer
- Recommendation:** **Receive and file** the final version of the Property/Liability Program Actuarial Report by Bickmore Actuarial dated September 19, 2022
- 7.5 **Subject:** **Review of 2022 Legislative Session**
- Presenter:** Aaron Avery, Senior Legislative Analyst, CSDA
Laura S. Gill, Chief Executive Officer
- Recommendation:** **Receive and file** the end-of-session legislative update concerning legislation related to Workers' Compensation and Property/Liability Programs

Thursday, November 3 – 7:30 am

- 7.6 **Subject:** **FY 2023-24 Excess Insurance Outlook**
- Presenters:** Laura S. Gill, Chief Executive Officer
Karl Sneider, President, Apex Insurance Services
Doug Wozniak, Senior Vice President, Alliant Insurance Services
- Recommendation:** **Receive and file** presentation on the state of the excess insurance market with SDRMA's property and liability reinsurance brokers

7.7 **Subject:** Declaration of 1100 and 1112 I Street as Non-Exempt Surplus Property

Presenter: Laura S. Gill, Chief Executive Officer

Recommendations:

- **Adopt** Resolution 2022-16 declaring, pursuant to Government Code section 54221, that real property owned by SDRMA located at 1100 and 1112 I Street is non-exempt surplus land, directing the Chief Executive Officer to submit a Notice of Availability, and authorizing the Chief Executive Officer to take all further actions necessary to comply with the Surplus Land Act
- **Approve** the Notice of Availability for submission to the California Department of Housing and Community Development (“HCD”)

8.0 OPPORTUNITY FOR PUBLIC TO ADDRESS CLOSED SESSION MATTERS

9.0 CLOSED SESSION

9.1 Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: Chief Executive Officer

10.0 ANNOUNCEMENT OF REPORTABLE ACTION IN CLOSED SESSION

11.0 REPORTS/COMMENTS/OTHER BUSINESS

11.1 Staff Reports and Updates

11.2 Board Director Reports, Comments, Future Agenda Items, Recommendations, and Questions

12.0 ADJOURNMENT

The next Board meeting will be held January 4-5, 2023 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:

- Board Officer elections

- Update: FY 2023-24 rate review

Posted on October 28, 2022



Ashley Flores, Clerk of the Board

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 Ashley Flores, Clerk of the Board, at (800) 537-7790 or at aflores@sdrma.org. Request must be made as early as possible.*