

REGULAR MEETING – BOARD OF DIRECTORS

Special District Risk Management Authority

4:00 P.M. – 5:30 P.M. | Tuesday, January 3, 2012

8:30 A.M. – 11:00 A.M. | Wednesday, January 4, 2012

1112 I Street | 3rd Floor | Earl Sayre Board Room
 Sacramento, California 95814
 Phone 916.231.4141 | 800.537.7790

*Note: Agenda posting and meetings are in accordance with Ralph M. Brown Act. Govt. Code §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 IF TELECONFERENCING

ITEM	TOPIC	EST. TIME	RECOMMENDED ACTION
1.0	CALL MEETING TO ORDER <i>Presenter(s): D. Aranda – Board President</i>		Determination of Quorum
1.01	ADMINISTER OATH OF OFFICE TO NEW DIRECTORS <i>Presenter(s): G. Hall – CEO</i>	0:05	Administer Oath of Office
	Secretary Clift will administer the Oath of Office to Directors Burkhardt and Raffelson		
2.0	ADMINISTRATIVE MATTERS		
2.01	Recognize and Hear From Visitors <i>Presenter(s): D. Aranda – Board President, G. Hall - CEO</i>	0:05	Information/ Discussion
	Recognize and hear from any visitors present		
	a. Jose A. Ramirez, City Manager, City of Livingston		
2.02	Acknowledgements and Presentations <i>Presenter(s): Various Presenters</i>	0:05	Information/ Discussion
	a. Recognize Alana Batzianis for 4 years of service (November 19)		
	b. Recognize Dennis Timoney for 12 years of service (December 16)		
	c. Recognize Nicole Rushing for 15 years of service (December 23)		
	d. Recognize Greg Hall for 6 years of service (January 1)		

ITEM	TOPIC	EST. TIME	RECOMMENDED ACTION
2.03	<p>Communications and Correspondence <i>Presenter(s): G. Hall – CEO</i></p> <ul style="list-style-type: none"> a. SDRMA News E-Blast - November 7 b. SDRMA Managing Risk Article - CSDA <i>California Special Districts</i> c. SDRMA 25th Anniversary Article – CSDA <i>California Special Districts</i> d. Letter from San Simeon Community Services District e. Email from Cameron Park Community Services District f. Article about State Fund Paying Out \$50 Million Dividend 	0:05	Information/ Discussion
2.04	<p>Meeting, Conference and Educational Schedules <i>Presenter(s): G. Hall – CEO</i></p> <ul style="list-style-type: none"> a. 2012 Board Meeting Schedule b. Upcoming conferences and educational seminars 	0:05	Information/ Discussion
3.0	CONSENT CALENDAR		
3.01	<p>Board Meeting Minutes – November 1 & 2, 2011 <i>Presenter(s): E. Doughty – Manager of Member Services</i></p> <p>Review and consider approving draft minutes from the November 1 & 2, 2011 board meeting</p>	0:05	Motion to Approve
3.02	<p>Bills Paid for October & November 2011 <i>Presenter(s): P. Frydendal – CFO</i></p> <p>Review and consider ratifying the bills paid for October and November 2011</p>	0:05	Motion to Ratify
3.03	<p>Review Updated Key Dates Timeline of Important Dates for 2012 <i>Presenter(s): P. Frydendal – CFO</i></p> <p>Review key dates and timelines for 2012</p>	0:05	Information/ Discussion
4.0	CSDA RELATED MATTERS		
4.01	<p>CSDA Board Meeting Minutes and Executive Director Report <i>Presenter(s): N. McCormick – CSDA Executive Director</i></p> <ul style="list-style-type: none"> a. CSDA Board Meeting Minutes – October 11, 2011 b. CSDA Executive Director's Report - <i>verbal</i> 	0:05	Information/ Discussion
5.0	ALLIANCE MATTERS		
5.01	<p>Alliance Executive Council Activity Report <i>Presenter(s): G. Hall – CEO, Alliance Executive Council Members</i></p> <p>Review and discuss any item related to the Alliance Executive Council</p>	0:10	Information/ Discussion

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6.0	FINANCIAL MATTERS		
6.01	CAJPA Accreditation Final Report & Presentation <i>Presenter(s) P. Frydendal – CFO, Catherine A. Smith - CAJPA Executive Director</i>	0:15	Motion to Receive and File
	8:45 a.m. January 4th presentation Review and consider action to receive and file the CAJPA Accreditation Final Report		
7.0	MEMBER SERVICES/PROGRAM DEVELOPMENT MATTERS		
7.01	New Members <i>Presenter(s): E. Mirabal Doughty – Manager of Member Services</i>	0:10	Motion to Approve
	Review and consider prospective members for approval in the following program(s): a. Workers’ Compensation Program – three b. Property/Liability Program – one c. Both Programs – one		
7.02	Marketing Report <i>Presenter(s): E. Mirabal Doughty – Manager of Member Services</i>	0:05	Information/ Discussion
	Marketing update		
8.0	CLAIMS/LOSS PREVENTION MATTERS		
8.01	Credit Incentive Program Criteria 2012-13 – PLP and WCP <i>Presenter(s): D. Timoney – CRO</i>	0:15	Motion to Approve
	Review and consider approving Credit Incentive Program criteria for both Property/Liability and Workers’ Compensation Programs for 2012-13		
9.0	DIRECTOR REQUESTED ITEMS / COMMITTEE REPORTS		
9.01	None.		
	ADJOURNMENT - 5:30 P.M.		
	RECONVENE - 8:30 A.M. JANUARY 4		

ITEM	TOPIC	EST. TIME	RECOMMENDED ACTION
10.0	WORKERS' COMPENSATION PROGRAM MATTERS		
10.01	Workers' Compensation Program (WCP) Actuarial Report - Draft <i>Presenter(s): P. Frydendal – CFO, John Alltop & Derek Burkhalter – Bickmore Risk Services & Consulting</i>	0:30	Motion to Receive and File
	9:00 a.m. presentation Review and consider action to receive and file the draft Workers' Compensation Program actuarial report		
11.0	PROPERTY/LIABILITY PROGRAM MATTERS		
11.01	Property/Liability Program (PLP) Actuarial Report - Draft <i>Presenter(s): P. Frydendal – CFO, John Alltop & Derek Burkhalter – Bickmore Risk Services & Consulting</i>	0:30	Motion to Receive and File
	9:30 a.m. presentation Review and consider action to receive and file the draft Property/Liability Program actuarial report		
12.0	BOARD MATTERS		
12.01	Member Longevity Distributions Policy Revisions <i>Presenter(s): G. Hall – CEO, P. Frydendal – CFO</i>	0:10	Motion to Approve
	Review and consider approving revisions to the Longevity Distribution Policy and a longevity distribution for 2011-12		
12.02	Loss Prevention Allowance Fund Policy Revisions <i>Presenter(s): G. Hall – CEO</i>	0:10	Motion to Approve
	Review and consider approving revisions to Loss Prevention Allowance Fund Policy		
12.03	Health Benefits Program – City of Livingston (10:00 – 10:30 a.m.) <i>Presenter(s) G. Hall – CEO</i>	0:15	Motion to Approve
	Review and consider approving the early withdrawal request by the City of Livingston from the Medical Benefits Program		
12.04	Status Update on Board of Directors Strategic Business Plan “Dedication to Excellence – Vision 2013” <i>Presenter(s): G. Hall – CEO</i>	0:15	Information/ Discussion
	Update on goals and tasks related to the current SDRMA strategic business plan “Dedication to Excellence – Vision 2013”		
12.05	Board Officer Elections <i>Presenter(s): G. Hall – CEO</i>	0:05	Motion to Approve
	Election of 2012 Board Officers		

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13.0	CLOSED SESSION		
13.01	Government Code §54956.9 and/or §54956.95 - Conference with Legal Counsel regarding Claims/Pending Litigation against SDRMA and/or its members		Closed Session – Not Required
14.0	REPORTS/COMMENTS/OTHER BUSINESS	0:10	Discussion - No Agenda Support
14.01	Staff		
14.02	General Counsel – Ann Siprelle		
14.03	Board Members		
15.0	ADJOURNMENT		Adjourn no later than 11:00 A.M.

Next Meeting: The next regular scheduled board meeting is January 31 & February 1, 2012.

Agenda Topics for upcoming board meeting will include:

1. Annual Renewal Questionnaire Online Incentive
2. Workers' Compensation and Property/Liability Preliminary Rate Discussion
3. Final Credit Incentive Program Criteria 2012-13