



Mike Scheafer, Board President

Sandy Seifert-Raffelson, Vice President
Bob Swan, Secretary
David Aranda, SDA

Jean Bracy, SDA
Ed Gray
Tim Unruh, SDA

Special District Risk Management Authority
Regular Board Meeting

Tuesday, September 24, 2019
1:00 – 3:30 p.m.

Anaheim Marriott
Newport Beach Room, Lower Level
700 West Convention Way
Anaheim, CA 92801

*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.*

AGENDA

1.0 CALL MEETING TO ORDER

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 Recognize Staff Anniversaries (Board President)
- 3.2 Review Meeting, Conference, and Educational Schedules (Chief Executive Officer)
- 3.3 Review communication and correspondence (Chief Executive Officer)

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

- 4.1 **Approve** draft minutes from August 21-22, 2019 Board Meeting (Chief Executive Officer)
- 4.2 **Review** recent marketing activities (Chief Member Services Officer)
- 4.3 **Ratify** bills paid for July and August 2019 (Chief Financial Officer)
- 4.4 **Receive and file** financial reports presented for the Property/Liability, Workers' Compensation, and Health Benefits Programs and Joint/Common Allocated Operations (Chief Financial Officer)

5.0 CSDA-RELATED ITEMS

- 5.1 **Review and discuss** CSDA business and activity (CSDA Chief Executive Officer)
- 5.2 **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 **Approve** Resolution 2019-05 Joining the California State Legislature in proclaiming September 22, 2019 to September 28, 2019 as Special Districts Week (Chief Executive Officer)

6.0 BOARD ITEMS

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

Presenter: Ellen Doughty, Chief Member Services Officer

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

- Workers' Compensation: Auburn Area Recreation & Park District, Dinuba Memorial District
- Property/Liability: Dinuba Memorial District

6.2 **Subject: Administrative Building Deck Repair**

Presenter: C. Paul Frydendal, Chief Operating Officer

Recommendation: **Authorize** the Board President to execute a contract with Champas Construction Company, Inc. for the replacement of two decks in an amount not-to-exceed \$33,403 and **authorize** the CEO to approve change orders in an amount not-to-exceed \$25,000

6.3 **Subject: NavRisk Software Upgrade**

Presenter: Heather Thomson, Chief Financial Officer

Recommendation: **Authorize** Board President to execute Contract Change Request form with Ventiv Technologies, Inc., subject to approval as to form of the Change Request and the original agreement by General Counsel, for upgrades to the NavRisk claims management system in an amount not-to-exceed \$111,960 and **authorize** the CEO to approve change orders in an amount not-to-exceed \$25,000

6.4 **Subject: Technology Support to Board of Directors**

Presenter: C. Paul Frydendal, Chief Operating Officer

Recommendation: **Provide direction** to staff

6.5 **Subject: Board of Directors Meeting Schedule for 2020**

Presenter: Laura S. Gill, Chief Executive Officer

Recommendation: **Approve** Board of Directors Meeting Schedule for 2020, including specific direction concerning the August and November meetings

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.)

None.

8.0 CLOSED SESSION

None.

9.0 REPORTS/COMMENTS/OTHER BUSINESS

9.1 Staff

9.2 Board Members

10.0 ADJOURNMENT

The next Board meeting will be held November 6-7, 2019 at the SDRMA Administration Building in Sacramento. Items to be discussed at this meeting include:

- Department Quarterly Reports
- Annual Investment Policy Review
- Annual Internal Control Policies Review
- Annual Independent Financial Audit Report/Presentation
- Actuary Report
- Claims Audit – Property/Liability Program
- Multi-Year Projections for Workers’ Compensation and Property/Liability Programs
- Legislative Wrap-Up
- Alliance Marketing Plan and Collaborative Opportunities

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 Laura Gill at (800) 537-7790 or at lgill@sdrma.org. Request must be made as early as possible.*