



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, June 26, 2024
1:00 p.m.**

**Thursday, June 27, 2024
8:30 a.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.*

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 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 **Approve** draft meeting minutes from the May 1, 2024 Board Meeting15

3.2 **Review** recent marketing activities and communication updates28

3.3 **Review** Meeting, Conference, and Educational Schedules50

4.0 GENERAL BUSINESS ITEMS AND PRESENTATIONS

4.1 **CAJPA Accreditation Final Report and Presentation** (Chief Financial Officer; Jennifer Jobe, CAJPA) **(Time-Sensitive – 2:00 p.m.)**55
An action item to receive and file the California Association of Joint Powers Authorities (CAJPA) final accreditation report dated April 9, 2024 and Certificate of Accreditation with Excellence.

4.2 **Recognition** Staff Anniversaries (Chief Executive Officer)99

4.3 **Review** of Executive Summary of Training (Board President)101

4.4 **Review and discuss** CSDA business and activity (CSDA Chief Executive Officer)102

4.5 **Review and discuss** Alliance Executive Council business and activity (CSDA Chief Executive Officer; AEC Members)103

4.6 **Review and discuss** Special District Leadership Foundation business and activity (CSDA Chief Executive Officer; SDLF Members)104

4.7 **Review** of CSDA Committees Updates (Board President)105

4.8 **Mid-Year Review of Proposed Legislation** (Legislative Representative, CSDA) 107
An action item to receive and file the Mid-Year Review of Proposed Legislation related to the Workers’ Compensation and Property/Liability Programs.

4.9 **Member Withdrawals** (Underwriting/Program Manager)118
An action item to receive and file the report concerning member withdrawals effective July 1, 2024.

4.10 **Amendments to SDRMA Bylaws** (Chief Executive Officer)121
An action item to approve proposed revisions to SDRMA Bylaws and authorize distribution to Members for required 30-day review period.

4.11 **Election Policy Revisions** (Chief Financial Officer; Management Analyst)140
An action item to approve Board Policy 2024-08 Guidelines for Director Elections, Director Appointments, and Creation of a Supervising Election Committee.

4.12 **Strategic Business Plan Update** (Chief Executive Officer)151
An informational item to provide the Board of Directors with an update on the Strategic Business Plan.

4.13 **Update on Health Benefits Strategy Meeting (HR/Office Manager)**161
An informational item to provide the Board of Directors with an update on the Health Benefits Strategy Meeting.

5.0 CLAIMS/RISK CONTROL ITEMS

5.1 **Annual Safety Awards Recipients (Risk Control Manager)**163
An action item to ratify staff's selected recipients for the McMurchie and Earl F. Sayre Excellence in Safety Awards.

6.0 INSURANCE PROGRAMS

Workers' Compensation Program

6.1 **2024-25 Excess Workers' Compensation Program Renewal (Chief Executive Officer)**166
An action item to approve acceptance of the Excess Workers' Compensation 2024-25 renewal proposal.

6.2 **Risk Transfer to SDRG (Chief Financial Officer)**168
An action item to approve the reinsurance agreement transferring risk from SDRMA to SDRG for 2024-25.

Property/Liability Program

6.3 **2024-25 Property and Excess Liability Program Renewal (Chief Executive Officer)**172
An action item to approve acceptance of the excess property and crime (employee dishonesty) proposals:

- *Alliant Property Insurance Program (APIP): Includes property, boiler & machinery, pollution, cyber*
- *National Union Fire Insurance Company of Pittsburgh, PA: \$1M per loss*

7.0 FINANCIAL ITEMS

7.1 **Publicly Available Pay Schedule for Program Year 2024-25 (HR/Office Manager)**285
An action item to approve the proposed Publicly Available Pay Schedule for the 2024-25 program year.

- 7.2 **Annual Consulting and Infrastructure Services Agreements** (Chief Financial Officer)288
An action item to authorize the Board President to execute the following contracts with The iFish Group, Inc. effective July 1, 2024:
- IT Hosting and Managed Services Agreement for an amount not to exceed \$312,540
 - IT Projects and Services Agreement for an amount not to exceed \$324,480
- 7.3 **OPEB Review** (Catherine MacLeod, Principal/Consulting Actuary, MacLeod Watts; Chief Financial Officer).....330
An action item to receive and file the report dated May 2024 from MacLeod Watts, Inc. described as June 30, 2023 Actuarial Valuation and GASB 75 Report for Fiscal Year Ending June 30, 2024.
- 7.4 **FY 2024-25 Final Budget** (Chief Financial Officer)380
An action item to adopt the Final Program Budgets for Fiscal Year 2024-25.

8.0 REPORTS/COMMENTS/OTHER BUSINESS

- 8.1 Staff Reports and Updates
- 8.2 Board Director Reports, Comments, Future Agenda Items, Recommendations, and Questions

9.0 ADJOURNMENT

The next Board meeting will be held August 7-8, 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:

- Final Bylaws Approval
- Quarterly Reports:
 - Underwriting
 - Claims Status
 - Risk Control Activities
 - Treasurer’s Report
 - Financial Reports

Posted on June 20, 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.*