



Mike Scheafer, Board President

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

Jean Bracy, CSDM
Tim Unruh, CSDM
Jesse Claypool

Special District Risk Management Authority
Regular Board Meeting

Wednesday, August 18, 2021
3:00 p.m. - 5:30 p.m.

Thursday, August 19, 2021
7:30 a.m.

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

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. Pursuant to the Brown Act, Section 54953(b)(2). Section (b) (2) 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 make arrangements for such reasonable accommodations: Ellen Doughty, Chief Member Services Officer, (916) 231-4141 or edoughty@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 June 23-24, 2021 Board Meeting (Board Clerk)
- 4.2 **Review** recent marketing activities (Chief Member Services Officer)
- 4.3 **Ratify** payment of bills paid for the month of June 2021 (Finance Manager)
- 4.4 **Receive and file** financial reports presented for the Property/Liability, Workers' Compensation, Health Benefits Programs and Joint/Common Allocated Operations (Finance Manager)
- 4.5 **Receive and file** Underwriting Status Quarterly report for the fourth quarter of 2021 (Chief Member Services Officer)
- 4.6 **Receive and file** SDRG Captive Update (Chief Operating 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 **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: Ellen Doughty, Chief Member Services Officer

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

- Workers' Compensation: East Kern Health Care District
- Property/Liability: East Kern Health Care District

- 6.2 **Subject: Claims and Loss Prevention Quarterly Review**

Presenter: Debbie Yokota, Chief Risk Officer

Recommendations:

- **Receive and file** status report concerning open claims and loss prevention activities for the quarter ending June 30, 2021
- **Approve** claims settlements as presented in the status report

- 6.3 **Subject: Review of SDRMA Policy 2017-05 Claims Settlement Authority and Claim Reporting Guidelines**

Presenter: Debbie Yokota, Chief Risk Officer

Recommendation: **Provide direction** to staff

- 6.4 **Subject: Policy Regarding Safety/Loss Prevention Member Visitation Service Plan**
- Presenters:** Debbie Yokota, Chief Risk Officer
Enriqueta (Henri) Castro, CSP, Safety/Loss Prevention Manager
- Recommendation: Approve Policy 2021-06** Governing Safety/Loss Prevention Member Visitation Service Plan
- 6.5 **Subject: Adoption of FY 2021-22 Final Budget**
- Presenter:** C. Paul Frydendal, Chief Operating Officer
Jennifer Chilton, Finance Manager
- Recommendation: Adopt** FY 2021-22 Final Budget
- 6.6 **Subject: Administrative Charges for Health Benefits Program**
- Presenter:** C. Paul Frydendal, Chief Operating Officer
- Recommendations: Approve Policy 2021-07** Governing Administrative Charges for Health Benefits Program
- 6.7 **Subject: Strategic Plan Update**
- Presenter:** Laura S. Gill, Chief Executive Officer
- Recommendation: Receive and file** the status report on the SDRMA’s Strategic Business Plan – *Recalibrating Our Course – Vision 2022* accomplishments for the fiscal year ending June 30, 2021
- 6.8 **Subject: Review of SDRMA Board of Directors Election Policy (Policy 2021-02)**
- Presenter:** C. Paul Frydendal, Chief Operating Officer
- Recommendation: Provide direction** to staff

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, August 18 – 3:30 p.m.

7.1 Subject: Treasurer’s Quarterly Investment Report

**Presenters: Allison Kaune, Senior Analyst, Public Financial Management
C. Paul Frydendal, Chief Operating Officer**

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

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

9.2 Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency designated representative: Mike Scheafer, Board President
Unrepresented employee: Chief Executive Officer

10.0 REPORTS/COMMENTS/OTHER BUSINESS

10.1 Staff Reports and Updates

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

11.0 ADJOURNMENT

The next Board meeting will be held November 3-4, 2021 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
- Updated Five-Year Projections
- Legislative Wrap-Up
- Board Meeting Schedule for 2022

Posted on August 12, 2021



Laura S. Gill
Acting 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 Ellen Doughty, Chief Member Services Officer, at (800) 537-7790 or at edoughty@sdrma.org. Requests must be made as early as possible.