

**MEETING OF THE BOARD OF DIRECTORS OF CALIFORNIA ASSOCIATION OF
MUTUAL WATER COMPANIES JOINT POWERS RISK & INSURANCE
MANAGEMENT AUTHORITY (CALMUTUALS JPRIMA)**

[conducted by teleconference]

**BOARD MEETING MINUTES
TUESDAY, April 18, 2017**

Call to Order: President Jim Byerrum called the meeting to order at 1:02 p.m.

Roll Call of Authority Members:

Present: Jim Byerrum (CalMutuals JPRIMA President and Executive Director, California Domestic Water Company), Ken Bradbury (CalMutuals JPRIMA Secretary, Montebello Land and Water Company), Dave Armstrong (CalMutuals JPRIMA Director, South Mesa Water Company – joined the meeting at 1:24 p.m.), Doug Nunneley (CalMutuals JPRIMA Director, North of the River Municipal Water District), Ken Tchong (CalMutuals JPRIMA Director, Sunny Slope Water Company), Lisa Yamashita-Lopez (CalMutuals JPRIMA Director, Rubio Cañon Land and Water Association), Jim Ciampa (Legal Counsel), Paul Fuller (Insurance Administrator), Mia Garza (Insurance Administrator Staff), Christine Graves (Insurance Administrator Staff), Myra Evangelista (Assistant Secretary), Denise Peralta Gailey (Staff), Adán Ortega (Staff – joined the meeting at 1:23 p.m.), Lynda Noriega (California Domestic Water Company).

Absent: Dave Michalko (CalMutuals JPRIMA Vice President, Valencia Heights Water Company).

Action & Agenda Items:

Approval of the Minutes of the JPRIMA Board Meeting on March 21, 2017: On a motion made by Director Bradbury, seconded by Director Nunneley, the minutes of the March 21, 2017 JPRIMA Board meeting were unanimously approved, as submitted.

Consideration and Approval of Demand Sheet: Assistant Secretary Evangelista provided an overview of the demand sheet. On a motion made by Director Tchong, seconded by Director Bradbury, the demand sheet was unanimously approved.

Consideration and Possible Approval of Loan from the California Association of Mutual Water Companies: Assistant Secretary Evangelista clarified that the loan of up to \$25,000 from the California Association of Mutual Water Companies would be utilized on an “as needed” basis. On a motion made by Director Nunneley, seconded by Director Tchong, the loan of \$25,000 from the California Association of Mutual Water Companies, on the terms of the promissory note provided to the Board of Directors at the meeting, was approved.

Consideration and Possible Approval of Amendment No. 3 to Insurance Administrator Agreement: On a motion made by Director Bradbury, seconded by Director Nunneley,

Amendment No. 3 to the Insurance Administrator Agreement, in the form provided to the Board of Directors, was approved.

Consideration and Possible Approval of the JPRIMA Public Records Act Policy: General Counsel Ciampa provided an overview of the Public Records Act Policy included in the meeting materials. On a motion made by Director Yamashita-Lopez, seconded by Director Bradbury, the JPRIMA Public Records Act Policy, in the form provided to the Board of Directors, was approved.

Public Comment: No comments were made.

President's Report: President Byerrum thanked Director Yamashita-Lopez for her tireless efforts with obtaining new members. President Byerrum added that a member cancelled their policy due to a miscalculation in the renewal increase made by their office manager. He added that he, and Director Armstrong, met with the president, director, and interim-general manager of the mutual water company and informed them of the miscalculation; more information will be forthcoming and will be discussed at a later meeting.

Financial Report: Assistant Secretary Evangelista reviewed the budget report.

Insurance Administrator's Report: Insurance Administrator Fuller provided an overview of enrollment efforts, adding that there are currently 165 members.

Communications Report: General Counsel Ciampa reported that according to Article 3, Section 3.2., there will not be an election of directors at this year's annual meeting but that an annual meeting *does* need to take place. He added that next year's annual meeting will need to take place prior to March 31, 2018 in order to elect directors as specified in the Authority's Bylaws.

Adjournment: President Byerrum adjourned the meeting at 1:37 p.m.

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Ken Bradbury, CalMutuals JPRIMA Secretary

Date

Affirmed by:

Jim Byerrum, CalMutuals JPRIMA President & Executive Director

Date