



CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES JOINT POWERS RISK  
AND INSURANCE MANAGEMENT AUTHORITY BOARD MEETING MINTUES  
TUESDAY DECEMBER 15, 2020 1:30 PM

1. Call to Order. Vice President Michalko called the meeting to order at 1:30 PM.

2. Roll Call

PRESENT

Dave Michalko (Vice-President, Valencia Heights Water Company)

Ken Bradbury (Secretary, Montebello Land and Water Company)

*Board Directors*

Dave Armstrong (South Mesa Water Company)

Jim Byerrum (Hi Desert Water Agency)

Doug Nunneley (Oildale Mutual Water Company)

Ken Tcheng (Sunny Slope

Lisa Yamashita-Lopez (Rubio Cañon Land and Water Association)

*Staff*

Jim Ciampa (General Counsel)

Myra Malner (Assistant Secretary and Treasurer)

Adán Ortega (Communications Director)

Susan Allen (Managing Director)

Paul Fuller (Insurance Administrator)

Logan Largent (Ortega Strategies Group)

Tim Worley (Ortega Strategies Group)

*Members*

Korey Bradbury (Montebello Land and Water)

ABSENT:

Dave Pedersen (Las Virgenes Municipal Water District)

Mia Garza (Insurance Administrator)

3. Public comment. No public comment.

4. Approval of the Minutes of the CalMutuals JPRIMA Board Meeting on October 20, 2020. On a motion by Director Byerrum, seconded by Secretary Bradbury, the minutes of the October 20, 2020 meeting were unanimously approved.

5. Vice President's Report. No Vice President's report.

6. Appointment of Board Officers. At the request of Vice President Michalko, General Counsel Ciampa invited nominations from the Board for the position of President. Director Byerrum was nominated for the post and on a motion by Director Yamashita Lopez, seconded by Director Armstrong, was unanimously elected as CalMutuals JPRIMA's President.

Vice President Michalko was nominated to continue in the Vice President role and on a motion by President Byerrum, seconded by Director Yamashita Lopez, was unanimously re-elected to the post.

Secretary Bradbury was nominated to continue in the Secretary role and on a motion by President Byerrum, seconded by Director Tcheng, was unanimously re-elected to the post. Secretary Bradbury advised the Board of Directors of his plans to retire at the end the calendar year. He will be continuing at Montebello Land and Water in an advisory capacity. Secretary Bradbury asked the Board to move forward in identifying a replacement for him on the Board of Directors and agreed to continue on the Board and as Secretary until a replacement is appointed.

Treasurer Malner was nominated to continue in the Treasurer role and on a motion by President Byerrum, seconded by Vice President Michalko, was re-elected to the position.

7. Consideration of Proposed 2021 CalMutuals JPRIMA Budget. Treasurer Malner reviewed the proposed 2021 budget with the Board of Directors. She noted that the income includes insurance fees, member rebates (funded through the Zenith Insurance Company), and insurance commissions. She further noted that budget items will be very similar in carrying over to the new year. President Byerrum requested that a new line item be included in the 2021 budget to support CalMutuals JPRIMA assistance to small mutual water companies facing challenges. On a motion by Director Armstrong, seconded by Secretary Bradbury, the 2021 budget was unanimously approved.
8. Consideration and Approval of Demand Sheet. Treasurer Malner reviewed the Demand Sheet provided in the Board meeting packet. On a motion by Vice President Michalko, seconded by President Byerrum, the demand sheet was unanimously approved.
9. Financial Report. Treasurer Malner reviewed the Budget and Cash flow report provided in the Board meeting packet. She called attention to budgeted items and funds that were not utilized in 2020 and will bolster CalMutuals JPRIMA'S end of year cash balance. Treasurer Malner additionally reported that the current yield for the Authority's LAIF reserve account is 56 basis points. The account has no earnings to date given that earnings are reported on a quarterly basis. On a motion by Director Tcheng seconded by Director Yamashita-Lopez, the financial report was received and filed as submitted.
10. Insurance Administrator's Report. Insurance Administrator Fuller noted that there were no changes in revenues or expenses this month. He highlighted that CalMutuals JPRIMA added a new member, Lemoore Canal & Irrigation Co., and shared that we should anticipate uptick in new members in January.

President Byerrum asked about the impact of the recent wildfire on CalMutuals JPRIMA members/insureds. Insurance Administrator Fuller reported that we had some impacted members in southern California and Kern County and reminded the Board that wildfire exposures are the big unknown. CalMutuals JPRIMA is faring well, but is not immune from the financial impact of claims and losses from those wildfire incidents.

11. General Counsel's Report – Adoption of Resolution No. 01-12-20 Setting Forth Authority's Regular Meeting Dates for 2021. General Counsel Ciampa reminded the Board that the Brown Act requires public agencies to adopt an annual meeting schedule. On a motion by Vice President Michalko seconded by Director Tcheng, the resolution setting forth the Authority's regular meeting dates for 2021 was unanimously approved by roll call vote.

General Counsel Ciampa additionally provided an update, at the request of several board members on new Cal-OSHA COVID 19 requirements. Beginning November 30, 2020, a COVID-19 Prevention Plan must be adopted by all employers with more than one employee. That Prevention Plan can either be a stand-alone plan or be incorporated into an employer's existing injury and illness prevention plan. General Counsel Ciampa will forward materials that summarize the new Cal-OSHA requirements that can be incorporated into the upcoming CalMutuals newsletter. He additionally has developed a template Prevention Plan that will require modification to fit a company's unique circumstances. Templates and guidance for addressing the regulations are also likely to be available to Workers Compensation insureds through the Zenith Insurance Company.

12. Resources/Education Report. Managing Director Allen reviewed the Resource and Education report provided in the board meeting packet.

13. Communications Report. No communications report.


14. Director Comments. Board members extended wishes for a Merry Christmas and asked that colleagues stay safe and healthy.

15. Adjournment. President Byerrum adjourned the meeting at 2:12 PM.

Agenda Posted: December 11, 2020

SECRETARY'S CERTIFICATE:

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



Kenneth Bradbury, CalMutuals JPRIMA Secretary

\_\_\_\_\_ Date

Affirmed By:



James Byerrum, CalMutuals President

FEB 11, 2021  
\_\_\_\_\_ Date