

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

**BOARD MEETING MINUTES
TUESDAY, JULY 26, 2016**

Call to Order: President Jim Byerrum called the meeting to order at 11:10 A.M.

Roll Call of Authority Members:

Present: Jim Byerrum (CalMutuals JPRIMA President, California Domestic Water Company), Dave Michalko (CalMutuals JPRIMA Vice President, Valencia Heights Water Company), Ken Bradbury (CalMutuals JPRIMA Secretary, Montebello Land and Water Company), Ken Deck (CalMutuals JPRIMA Treasurer, Bellflower-Somerset Mutual Water Company), Dave Armstrong (CalMutuals JPRIMA Director, South Mesa Water Company), Doug Nunneley (CalMutuals JPRIMA Director, Oildale Mutual Water Company, joined via teleconference), Ken Tcheng (CalMutuals JPRIMA Director, Sunny Slope Water Company), Lisa Yamashita-Lopez (CalMutuals JPRIMA Director, Rubio Cañon Land and Water Association), Lynda Noriega (California Domestic Water Company), Jim Ciampa (Legal Counsel), Nancy Steele (CalMutuals JPRIMA Consultant), Paul Fuller (CalMutuals JPRIMA Insurance Administrator, joined via teleconference), Myra Evangelista (Staff), Denise Peralta Gailey (Staff), Adán Ortega (Staff), Tristan Tardy (Staff).

Absent: None

Action & Agenda Items:

- 3. Insurance Administrator's Report:** President Byerrum requested for the Insurance Administrator's Report to be considered as the first agenda item. Insurance Administrator Fuller provided an overview of enrollment efforts in various counties. He added that the April 2017 renewals will add significant revenue to the CalMutuals JPRIMA budget.
- 4. Approval of the Minutes:** On a motion made by Vice President Michalko, and seconded by Secretary Bradbury, the minutes of the June 21, 2016 JPRIMA Board meeting were unanimously approved, as submitted.
- 5. Consideration and Approval of Demand Sheet:** Staff member Evangelista provided an overview of the demand sheet. On a motion made by Director Tcheng, and seconded by Secretary Bradbury, the demand sheet was unanimously approved.
- 6. Public Comment:** No comments were made.
- 7. Grant Writing Proposal Presentation by Nancy Steele:** Consultant Steele updated the Board on the status of the conceptual proposal for a technical assistance program. She added that the State Water Resources Control Board has not yet responded to the conceptual proposal that

was submitted; however, should the conceptual proposal be approved, the Board would need a formal resolution prior to moving forward. Consultant Steele presented the possibility of pursuing a grant to create a water atlas of all mutual water companies in California, based on an atlas similar to the one created by the University of California, Los Angeles in 2015 for all systems in the Los Angeles-area. Consultant Steele also proposed a program that would help JPRIMA members apply for grants. She added that some members have asked for such a program. Following some discussion, the Board agreed to look into the program, and will revisit the idea at a future date.

*Staff Member Evangelista and Consultant Steele left the meeting following the presentation.

8. Financial and Budget Report: President Byerrum disseminated and reviewed a sample budget that he and Staff Member Evangelista had developed to project revenue and expenses in 2017. He added that based upon very conservative projections, assuming the flow of insurance revenues begin in July 2017, there would be funding challenges in the beginning of 2017. He added that from January 2017 through June 2017, revenues would likely be limited with potential loans being required to maintain basic functions. President Byerrum stated that in order to manage such a challenge, the budget would be limited to funding only essential functions of the organization, with additional items incorporated only when a more stable revenue stream is realized as the year progresses.

9. Communications Report: Staff member Ortega informed the Board that staff, and Insurance Administrator Fuller, have drafted a letter to small and disadvantaged mutual water companies outlining the various services available to them through CalMutuals JPRIMA. President Byerrum suggested that staff also draft a press release announcing the large agencies that have joined CalMutuals JPRIMA.

10. Consideration of Possible Termination of Consulting Services Contract with Nancy Steele: Following discussion by the Board, it was determined that there are insufficient funds available in the current budget to sustain consultant Steele's contract. On a motion made by President Byerrum, seconded by Treasurer Deck, the consulting services contract with Nancy Steele was terminated and President Byerrum was directed to provide Ms. Steele with notice of that termination.

11. President's Report: President Byerrum reported that some larger agencies were beginning to look at the potential for coverage through the JPRIMA.

12. Board Member Comments: No comments on this item.

13. Adjournment: President Byerrum adjourned the meeting at 12:32 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.

Kenneth Bradbury, CalMutuals JPRIMA Secretary

Date

Affirmed by:

Jim Byerrum, CalMutuals JPRIMA President

Date