



CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES JOINT POWERS RISK
AND INSURANCE MANAGEMENT AUTHORITY
BOARD MEETING MINUTES - TUESDAY JUNE 15, 2021 - 1:30 PM

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

2. Roll Call.

Present:

Jim Byerrum (President, California Domestic Water Company)
Ken Bradbury (Secretary, Montebello Land and Water Company)

Adán Ortega (Communications Director)
Susan Allen (Managing Director)
Logan Largent (Ortega Strategies Group)

Board Directors

Dave Armstrong (South Mesa Water Company)
Dave Michalko (Vice-President, Valencia Heights Water Company)
Doug Nunneley (Oildale Mutual Water Company)
Ken Tcheng (Sunny Slope Water Company)

Paul Fuller (Insurance Administrator)
Mia Garza (Insurance Administrator)
George Pappas (Insurance Administrator)
Sara DePasquale (Insurance Administrator)

Staff

Jim Ciampa (General Counsel)
Myra Malner (Assistant Secretary and Treasurer)

Members

Steve Lenton (Bellflower Somerset Mutual Water Company)
Marina West (Bighorn Desert View Water Agency)

Absent:

Dave Pedersen (Las Virgenes Municipal Water District)
Lisa Yamashita-Lopez (Rubio Cañon Land and Water Association)

3. Public comment. No public comment.

4. Approval of the Minutes of the CalMutuals JPRIMA Board Meeting on May 18, 2021. On a motion by Secretary Bradbury, seconded by Director Armstrong, the minutes of the May 18, 2021, Board of Directors meeting were unanimously approved.

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

6. Consideration and Potential Approval of Appointment of Marina West, General Manager, Bighorn Desert View Water Agency as new CalMutuals JPRIMA Board Member. Director Michalko and Director Yamashita-Lopez met with Marina West on June 7, 2021, to get to

know her and share a bit about the CalMutuals JPRIMA and the role of Board members. Director Michalko shared Ms. West's biography with the board and recommended moving her appointment forward. On a motion by Director Michalko, seconded by President Byerrum, Ms. West's appointment as the newest member of the Board of Directors was unanimously approved. President Byerrum extended congratulations on behalf of the Board and noted that Ms. West is highly regarded in the high desert and will be a wonderful addition to the Board.

Marina West is the general manager of Bighorn-Desert View Water Agency. Marina's public sector career spans more than three decades, with many of those years spent working in water system operations and management. She is a professional geologist and certified in water distribution (D5) and water treatment (T2).

Marina serves as the chair of the Mojave Water Agency Technical Advisory Committee and vice-chair of their Small Water Systems Committee. That committee assists small water systems with access to technical, professional, economic, and community resources. Marina's leadership in the greater Mojave region affirmed the value of expanding alliances with water systems serving disadvantaged communities around the state. Marina also serves as vice chair of the California Water Systems Alliance, an initiative to provide a voice in Sacramento for water systems serving disadvantaged communities that are reliably and affordably providing water to low income and income limited residents such as seniors.

Marina earned a Bachelor of Science in geological sciences from California Polytechnic University, Pomona and a Master of Science in public administration from California State University, San Bernardino.

During her free time, Marina participates in South Coast Geological Society activities, is active in her church, and spends time with her grandson, daughter and son-in-law in Missouri, and her son who lives in Orange County.

6. Consideration and Approval of Demand Sheet. Treasurer Malner reviewed the Demand Sheet included in the meeting packet. She noted that the demands include fees for accounting, management and legal support and a penalty for late payment from the IRS for taxes due. On a motion by Director Michalko, seconded by Secretary Bradbury, the demand sheet was unanimously approved.
7. Financial Report. Treasurer Malner reviewed the financial report included in the meeting packet. On a motion by Director Byerrum, seconded by Director Armstrong, the financial report was unanimously received and filed as submitted.

Treasurer Malner advised the Board that the Internal Revenue Service denied CalMutuals JPRIMA's request for tax exemption. James Marta and Associates submitted additional documents and are awaiting a response. We likely will follow up with an appeal if the IRS maintains its position.

8. Consideration and possible approval of Commutation & Release Agreement with Zenith Insurance Company. General Counsel Ciampa reviewed the agreement included in the meeting packet to commute and release CalMutuals JPRIMA from future liabilities in connection with the changeover of Workers Compensation program to a regulated product. That agreement will facilitate the transfer of funds paid into Zenith to CalMutuals JPRIMA. On a motion by Director Michalko, seconded by Director Armstrong, the agreement was unanimously approved and President Byerrum was authorized to sign that agreement on behalf of CalMutuals JPRIMA.
9. Insurance Administrator's Report
 - a. *Insurance Team Update.* Insurance Administrator Fuller advised the Board that this will be Mia Garza's last meeting with CalMutuals JPRIMA. George Pappas will replace Mia as Insurance Administrator and Chase Gilmore will continue in his current role. Sara DePasquale will be more actively engaged in support of the team as well.
 - b. *New Prospective Members.* Insurance Administrator Fuller reported that the City of Fullerton is exploring insurance through CalMutuals JPRIMA and competitor Water Plus for its new PFAS treatment facility and asked for assistance from Communications Director Ortega is reaching out to reinforce the benefits of the CalMutuals JPRIMA product.
 - c. *Update on efforts to explore expanded Cyber Security coverage.* Insurance Administrator Fuller reported that Lloyds of London is interested in developing a reinsurance agreement with JPRIMA for Cyber Security insurance. He will work with the insurance team to develop a White Paper to describe the product and linked cyber protection services.

Insurance Administrator Fuller extended thanks to Logan Largent for his assistance in getting our Cyber security survey out to CalMutuals JPRIMA members/insureds. He reported that the survey results revealed two big take a ways - generally, some members are struggling with their e IT security infrastructure and have a desire, need, and interest in protecting their systems and data.

Insurance Administrator Garza reviewed the Insurance Report provided in the Board meeting packet and highlighted prospective clients targeted for July 1, 2021.

President Byerrum again extended a heartfelt thank you to Mia for her contributions to CalMutuals JPRIMA and welcomed George Pappas and Chase Gilmore to the team.

10. General Counsel's Report. General Counsel Ciampa offered an update on the Governor's Executive Orders as of June 15, 2021, relative to public agencies. Through September 30, 2021, public agencies may continue to conduct remote meetings with relaxation of rules of the Brown Act. He noted that several bills have been introduced to make the modified parameters permanent. One example is AB361, advanced out of the Senate, which only supports relaxation of Brown Act in emergency situations. After September 30, 2021, CalMutuals JPRIMA will need to adhere to pre-COVID requirements which require that we post the Board of Directors meeting agenda at all member locations and make the location open to the public.

11. Resources/Education Report. Managing Director Allen reviewed the Resources and Education Report included in the meeting packet.

- a. Proposal to allocate \$3,230 to fund QuickBooks Subscriptions for up to 10 small system members who enroll in and complete RCAC QuickBooks training workshops. Managing Director Allen introduced a proposal for consideration by the Board to provide resources to support small mutual water company members with financial management needs. She highlighted QuickBooks training workshops that are offered through the Rural Community Assistance Program and proposed that CalMutuals JPRIMA fund an annual subscription to QuickBooks Online for up to 10 small systems upon verification that they have enrolled in and completed the training. On a motion by Director Michalko, seconded by President Byerrum, the proposal was unanimously approved.

12. Communications Report. Communications Director Ortega reported that the Community Water Systems Alliance is continuing to expand. Members are interested in expanding the focus of the Alliance beyond statewide issues to regional collaboration and assistance. A planning meeting of a new disadvantaged communities caucus, which includes several MWD member agencies, is planned later this summer at Metropolitan Water District.

13. Director Comments. No Directors comments.

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

Agenda Posted: June 11, 2021

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 JPRIMA President

Date