



CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES JOINT POWERS RISK
AND INSURANCE MANAGEMENT AUTHORITY
BOARD MEETING TUESDAY, OCTOBER 15, 2019 – 1:30 P.M.

By Telephone. Call-in number: (US) +1 440-834-2199 PIN: 678 081 787#

AGENDA

1. **Call to Order.** President Byerrum called the meeting to order at 1:30 PM
2. **Roll Call of Authority Members.**

PRESENT

Board Officers

Jim Byerrum (President and Executive Director, California Domestic Water Company)

Ken Bradbury (Secretary, Montebello Land and Water Company)

Palmer McCoy (Treasurer, Henry Miller Reclamation District #2131)

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

Board Directors

Doug Nunneley (Oildale Mutual Water Company)

Ken Tcheng (Sunny Slope Water Company)

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

Insurance Administrator

Paul Fuller

Mia Garza

Staff

Jim Ciampa (General Counsel)

Myra Malner (Assistant Secretary and Assistant Treasurer)

Adán Ortega (Communications Director)

Susan Allen (Managing Director)

Gabriel Dima Smith (Staff)

ABSENT

Dave Armstrong (South Mesa Water Company)

3. **Public comment.** No public comment.
4. **Approval of the Minutes of the CalMutuals JPRIMA Board Meeting on September 18, 2019.** Vice President Michalko asked that the minutes be updated to reflect his attendance at the meeting. On a motion made by Director McCoy, seconded by President Byerrum the minutes were unanimously approved with the requested revision.

5. **Proposal and potential approval of cost sharing for translation of Sample Policy and Notices, as required by SB 998, with the Public Water Agencies Group.** General Counsel Ciampa asked the Board to consider funding half of the cost of translation with the Public Water Agencies Group. The estimated total cost is \$6,000 (JPRIMA portion \$3,000). PWAG has recommended contracting with Reliable Translation in Glendale despite the fact that the company was not the lowest responsible bidder given prior experience with the firm on the part of Lagerlof, Senecal, Gosney and Kruse and the company's reliance on court certified translators. On a motion by Director Yamashita-Lopez, seconded by Director Bradbury the request was unanimously approved.

6. **Proposal and potential approval to adopt and promote a preferred providers list for Employee Benefits insurance to JPRIMA Insureds/Members.**

President Byerrum shared a proposal to adopt and promote an Employee Benefits insurance preferred providers list. President Byerrum further proposed that we start with two providers who both have approximately 35 years of experience in the space, are focused exclusively on benefits insurance and come recommended by current Board members.

- Scott Pieratt, WSP Corporate Benefits & Insurance Services, Inc., Carlsbad, CA
- Robert Duncan of RD Benefits Group, Covina, CA

President Byerrum noted that he will continue to seek partnerships with other entities such as the California State Association of Counties (CSAC).

Communications Director Ortega recommended that if the Board approves the action, that the preferred providers be encouraged to join CalMutuals as Associate members.

On a motion by Director Yamashita-Lopez, seconded by Vice President Michalko the recommendation was unanimously supported.

7. **President's Report.** No President's Report.

8. **Consideration and Approval of Demand Sheet.**

Assistant Treasurer Malner reviewed this month's Demand Sheet. Vice President Michalko asked for information about the request for funds to support travel for Insurance Administrator Fuller to the *California Foundation on the Environment and the Economy* (CFEE) Conference. President Byerrum advised that the organization focuses on bringing together leadership from various sectors with elected and appointed officials in roundtable forums concerning the fundamental environmental and economic infrastructure issues in California. Participation is by invitation only and this year Insurance Administrator Fuller was invited to speak. On a motion by Vice President Michalko, seconded by Treasurer McCoy, the Demand Sheet was unanimously approved.

9. Financial Report

Assistant Treasurer Malner provided an overview of the budget and financial report. She noted that allocations to support administrative and operational reviews and grant identification and writing have not been utilized to date. On a motion by Secretary Bradbury, seconded by Director Tcheng the financial report was received and filed as presented.

10. Insurance Administrator's Report. Insurance Administrator Garza reported on our newest insureds, Las Virgenes Municipal Water Company and Orange County LAFCO and reviewed the September Insurance Report with the Board.

11. Legal Counsel's Report. General Counsel Ciampa advised the Board of plans to make a presentation on SB 998 Implementation to the Municipal Finance and Revenue Officers Association.

President Byerrum asked for clarification regarding requirements for ethics training and sexual harassment for JPRIMA Board. General Counsel Ciampa recommended that all members of the board participate in training on both issues.

12. Resources/Education Report. Managing Director Allen reported on this month's engagement by members in resources provided through CalMutuals JPRIMA. Nine staff from 5 member companies were engaged with certification, exam prep and continuing education courses, 18 Board members from 7 member companies enrolled in AB54/AB240 training, and one member took advantage of background check services.

13. Communications Report. Communications Director Ortega alerted the Board to recent fires in Calimesa that impacted South Mesa Water Company. South Mesa proactively consulted with JPRIMA to ensure they were doing all that was needed to mitigate risk and sent notices to their shareholders to ask that they conserve water. The Fire Marshal and Health Department praised South Mesa for their support and noted the effectiveness of the company's proactive efforts to clear brush around facilities.

14. Director Comments. Treasurer McCoy extended kudos to the Board and staff for the success of the recent CalMutuals annual meeting in Paso Robles, noting that it was characterized by great participation and engagement and was "a meeting no one should have missed."

15. Adjournment. President Byerrum adjourned the meeting at 2:30 PM

Agenda Posted: October 11, 2019

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 and CEO

Date