



CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES JOINT POWERS RISK  
AND INSURANCE MANAGEMENT AUTHORITY - MINUTES  
BOARD MEETING TUESDAY, OCTOBER 20, 2020 1:30 PM

Zoom Meeting

<https://zoom.us/j/96142375390?pwd=MGp3Y25LN0lrVXN1aDRlV1V2Q2NzUT09>

Meeting ID: 961 4237 5390 Passcode: 303142

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**AGENDA**

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)  
  
*Board Directors*  
Dave Armstrong (South Mesa Water Company)  
Doug Nunneley (Oildale Mutual Water Company)  
Ken Tchong (Sunny Slope Mutual Water Company)  
Lisa Yamashita-Lopez (Rubio Cañon Land and Water Association)  
  
*Members*  
Steve Lenton  
  
**ABSENT**  
Ken Bradbury (Secretary, Montebello Land and Water Company)  
Dave Pedersen (Las Virgenes Municipal Water District)  
  
*Staff*  
Jim Ciampa (General Counsel)  
Myra Malner (Assistant Secretary and Assistant Treasurer)  
Adán Ortega (Communications Director)  
Susan Allen (Managing Director)  
Paul Fuller (Insurance Administrator)  
Mia Garza (Insurance Administrator)  
  
*Public*  
Jim Byerrum
3. Public comment No public comment.
4. Approval of the Minutes of the CalMutuals JPRIMA Board Meeting on September 15, 2020. On a motion by Director Tchong, seconded by Director Nunneley, the minutes of the September 15, 2020 Board of Directors meeting were unanimously approved.
5. Vice President's Report. No Vice President's Report.

6. Update on and ratification of actions of the Nominating Committee and Plans for 2020 Annual Meeting. On Wednesday, October 14, the Board, acting as a nominating committee, nominated Jim Byerrum for consideration of election to the Board for a two-year term on a motion by Director Tchong, seconded by Director Nunneley.

Outreaches have also been made to Kimberly Cox, General Manager of the Helendale Community Services District and Nina Jazmadarian, General Manager of Foothill Municipal Water District for possible service on the Board.

7. Appointment of Myra Malner as Authority's Treasurer. In light of Treasurer Palmer McCoy's resignation, Vice President Michalko recommended the appointment of Myra Malner to the role. General Counsel Ciampa verified that the Board is authorized to appoint non-board members in officer positions. On a motion by Director Nunneley, seconded by Director Armstrong, Ms. Malner's appointment as Treasurer was unanimously approved and congratulations were extended.
8. Presentation and Consideration for Approval of the 2019 Annual Audited Financial Statements. Treasurer Malner provided an overview of the 2019 audited financial statements. General Counsel Ciampa suggested a minor revision in the audit report to reflect the change in the provision of financial services from California Domestic Water Company to Rowland Water District. On a motion by Director Tchong, seconded by Director Michalko, the audited financial statements were unanimously approved with the suggested revision.
9. Consideration and Approval of Demand Sheet. Treasurer Malner reviewed the demand sheet provided in the Board packet. On a motion by Director Tchong, seconded by Director Armstrong, the demand sheet was unanimously approved.
10. Financial Report. Treasurer Malner presented the budget and cash flow. Cash flows are primarily associated with the receipt of insurance fees. Fees are 10% more than anticipated. Budget line items were highlighted as to budgeted funds that likely will not be used and will result in \$42,000 in avoided costs. A motion to receive and file the financial report and budget and cash flow report was made by Director Yamashita-Lopez, seconded by Director Armstrong, and unanimously carried.

Vice President Michalko requested an update on the status of the Authority's LAIF investment. Treasurer Malner reported that the LAIF investment is in process and transfer of funds is anticipated later this week.

11. Insurance Administrator's Report. Insurance Administrator Garza reviewed the insurance report included in the board packet. Director Yamashita-Lopez asked for update on broker engagement and the level of understanding by brokers of CalMutuals JPRIMA. The Board agreed that outreach to brokers to bolster understanding would be valuable once we are beyond COVID.

Jim Byerrum shared that he has been assisting in outreach to members to encourage consideration of employee benefits insurance through our preferred providers.

12. General Counsel's Report. General Counsel Ciampa reported that he has continued to follow up with issues for some members associated with verification of insurance through the Department of Motor Vehicles.
13. Resources/Education Report. Managing Director Allen reviewed the Resources and Education report provided in the Board meeting packet.
14. Communications Report. No communications report.
15. Director Comments. Vice President Michako asked for an update on the Authority's application for tax exempt status through the Internal Revenue Service. Treasurer Malner will provide an update at next meeting.
16. Adjournment. Vice President Michalko adjourned the meeting at 2:11 PM  
Agenda Posted: October 16, 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:

\_\_\_\_\_  
David Michalko, CalMutuals JPRIMA Vice President

\_\_\_\_\_  
Date