



TRINDEL

Risk Management for Rural Counties

A Joint Powers Authority Established in 1980

January 8, 2025

Special Board of Directors Meeting

Agenda

PRESIDENT

Nichole Williamson

VICE-PRESIDENT

Henie Ring

SECRETARY

Van Maddox

OFFICER (PAST PRESIDENT)

Chester Robertson

OFFICER

Travis Goings

EXECUTIVE DIRECTOR (INTERIM)

Rachael Hartman

GENERAL COUNSEL

Charles McKee

Date: Wednesday, January 8, 2025

Time: 9:00 am

Location: Zoom

<https://us06web.zoom.us/j/82335159268>

Meeting ID: 823 3515 9268

Director/Alternate	Member Agency	Location
Nichole Williamson, County Administrative Officer	Alpine County	40 Diamond Valley Rd. Markleeville, CA 96120
Chester Robertson, County Administrative Officer	Modoc County	204 South Court Street, Room 100, Alturas, CA 96101
Ignacio Prado Safety Officer/Assistant Risk Manager	Colusa County	547 Market Street, Colusa, CA 95932
Jason Claunch - Risk Management Administrator	Sutter County	1160 Civic Center Blvd., Yuba City, CA 95993

Gabriel Hydrick, Chief Administrator/Risk Manager	Tehama County	727 Oak Street, Red Bluff, CA 96080
Judi Behlke Assistant Personnel Director	Sierra County	211 Nevada Street, Downieville, CA 95936
Charles J. McKee, Trindel General Counsel & Alpine County Counsel	Alpine County	1209 Country Club Dr., South Lake Tahoe, CA 96150
Neal Lopez, CAO	Del Norte County	981 H Street, Crescent City, CA 95531
Jay Sloane Risk Manager	Mono County	104 Louisiana Ave, Asheville, NC 28806
David Nelson, Consultant	Trindel Consultant	77 Reservoir Rd., Weaverville, CA 96093
Van Maddox, Auditor Controller, Treasurer, and Tax Collector	Sierra County	100 Courthouse Square #200, Downieville, CA 95936
Kaline M. Moore - CAO Budget Management Analyst	Colusa County	250 5th Street, Colusa, CA 95932
Coral Ferrin, Personnel Director	Tehama County	727 Oak Street, Red Bluff, CA 96080
Jack Contos, Senior Financial Analyst	Trindel Insurance Fund	Trindel, 51 Arbuckle Ct., Weaverville, CA 96093
Trent Tuthill, CAO	Trinity County	11 Court Street, Room 230, Weaverville, CA 96093
Henie Ring, Interim CAO	San Benito County	481 4th Street, Hollister, CA 95023
Anita Cooper, Sr. Claims Examiner	Trindel Insurance Fund	Trindel, 51 Arbuckle Ct., Weaverville, CA 96093
Rachael Hartman, Director of Risk Control	Trindel Insurance Fund	Trindel, 51 Arbuckle Ct., Weaverville, CA 96093
Mary Evans, Administrative Technician	Trindel Insurance Fund	Trindel, 51 Arbuckle Ct., Weaverville, CA 96093

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

ORDER OF BUSINESS

As to each agenda item, the Board may take active, give direction and/or receive informational reports.

1. Call to Order:

2. Roll Call:

3. Public Comment

Matters under the jurisdiction of the Board, whether or not on the posted Final Agenda, may be addressed by the general public at this time. The total amount of time for public comment shall be no more than fifteen minutes. The President, with consensus of the committee, may establish reasonable regulations including, but not limited to, limiting the amount of time allocated for a particular issue and for each speaker. No action is to be taken or substantive discussion pursued on matters not on the posted Final Agenda.

Reports

- 4. Leadership Transition:** David Nelson, Charles McKee, Rumi Portillo, and Nichole Williamson will provide an update and discuss Trindel's leadership transition and provide possible direction.
- 5. Operational Powers and Signing Authority:** Presentation from Jack Contos and Charles McKee for Board to consider adopting resolution 25-01 granting Trindel staff member temporary operational power and signing authority.
- 6. Authorization of transactions in California Asset Management Program:** Presentation from Jack Contos to consider adopting resolution 25-02 authorizing specific title holders to manage CAMP funding.

Closed Session

- 7. Consider Public Employee Appointment/Recruitment – California Government Code Section 54957 – Position Titles: (a) Director Property & Liability Claims; (b) Director of Workers Compensation Claims; (c) Executive Director. (David Nelson, Charles McKee, Rumi Portillo, Henie Ring, and Nichole Williamson.)**
 - 8. Closed Session Report Out**
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9. Adjournment

Disability Access: The meeting room is wheelchair accessible and disabled parking is available at the meeting location. If you are a person with a disability and you need disability-related modification or accommodations to participate in this meeting, please contact the Executive Director at (phone) 530-623-2322, (fax) 530-623-5019 or (email) rhartman@trindel.org. Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.



CALL TO ORDER

1.



ROLL CALL

2.

CALL MEETING TO ORDER

Alpine County	Nichole Williamson Klaus Leitenbauer	Plumas County	Travis Goings Debra Lucero
Colusa County	Kaline Moore Ignacio Prado	San Benito County	Ray Espinosa Henie Ring
Del Norte County	Neal Lopez Randy Hooper	Sierra County	Van Maddox Judi Behlke
Lassen County	Richard Egan Samantha McMullen	Sutter County	Nate Black Jason Claunch
Modoc County	Chester Robertson Tex Dowdy	Tehama County	Gabriel Hydrick Coral Ferrin
Mono County	Sandra Moberly Jay Sloane	Trinity County	Suzie Hawkins Trent Tuthill

Total Member Entity's present _____
 (7 members are required to hold a quorum)

Other people present:

ESTABLISHMENT OF A QUORUM

Article IV, Section 3. Of the Bylaws: Quorum-A majority of the Directors holding office shall constitute a quorum for the transaction of business at any meeting. All actions of the Board shall require the affirmative vote of a majority of the members at a meeting duly held at which a quorum is present.



PUBLIC COMMENT

3.

Allow public to address the Board of Directors:

Matters under the jurisdiction of the Board, whether or not on the posted Final Agenda, may be addressed by the general public at this time. The total amount of time for public comment shall be no more than fifteen minutes. The President, with consensus of the Board, may establish reasonable regulations including, but not limited to, limiting the amount of time allocated for a particular issue and for each speaker. No action is to be taken or substantive discussion pursued on matters not on the posted Final Agenda.



TRINDEL SPECIAL BOARD MEETING

January 2025

REPORTS

AGENDA ITEM 4.

SUBJECT: David Nelson, Charles McKee, Rumi Portillo, and Nichole Williamson will provide an update and discuss Tindel's leadership transition and provide possible direction.

ACTION FOR CONSIDERATION: Informational item.

BACKGROUND: Trindel Board of Directors has contracted David Nelson to consult on transition of authority within the organization.

FISCAL IMPACT: N/A

RECOMMENDATION: N/A



TRINDEL SPECIAL BOARD MEETING

January 2025

REPORTS

AGENDA ITEM 5.

SUBJECT: Presentation from Jack Contos and Charles McKee for Board to consider adopting resolution 25-01 granting Trindel staff member temporary operational power and signing authority.

ACTION FOR CONSIDERATION: Action item for the board to adopt resolution 25-01 granting temporary powers relating to operations Rachael Hartman and Jack Contos.

BACKGROUND: Trindel's policies, resolutions, and bylaws center the majority of operational powers and authorities in the executive director. As Trindel has been without an executive director since November 2024, key staff require additional authorizations to ensure day to day operations are completed timely and without issue.

The proposed resolution suggests temporary powers to staff.

FISCAL IMPACT: N/A

RECOMMENDATION: Approve resolution 25-01.



**TRINDEL INSURANCE FUND
RESOLUTION NO. 25-01**

**RESOLUTION RATIFYING PRIOR ACTIONS, GRANTING TEMPORARY POWERS
AND CONFIRMING SIGNING AUTHORITY FOR TRINDEL INSURANCE FUND**

WHEREAS, the Executive Director resigned from employment with Trindel Insurance Fund (Trindel), and

WHEREAS, Trindel's Board of Directors requested and authorized Rachael Hartman, Director of Risk Control, to act as interim operational leader, and

WHEREAS, Trindel's Board of Directors requested and authorized Jack Contos, Senior Financial Analyst, to maintain necessary day-to-day financial operations, and

WHEREAS, on October 02, 2024 Trindel's Board of directors formed an ad hoc advisory committee to oversee employment and recruitment, and

WHEREAS, on October 17, 2024 Trindel's Board of Directors, pursuant to Trindel Bylaws ARTICLE XVII MISCELLANEOUS, Section 2. Contracts, granted general authorization to the President and Vice President, jointly, to enter contracts in the name of and on behalf of Trindel, and

WHEREAS, Trindel's Board of Directors desires to ratify actions taken by Hartman, Contos, the President and Vice President consistent with the above prior direction and authorization by the Board of Directors, and

WHEREAS, Trindel's Board of Directors desires to formalize and confirm the granting of operational and signing authority through this Resolution.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF TRINDEL INSURANCE FUND HEREBY RATIFIES ACTIONS TAKEN, GRANTS TEMPORARY POWERS AND APPROVES SIGNING AUTHORITY AS FOLLOWS:

1. **RATIFICATION:** Effective October 02, 2024, actions taken and documents signed by Hartman and Contos consistent with the powers vested in the Trindel Executive Director are hereby ratified. Effective October 17, 2024, actions taken and documents signed by the President and Vice President on behalf of Trindel are hereby ratified.



2. **TEMPORARY POWERS GRANTED TO RACHAEL HARTMAN, DIRECTOR OF RISK CONTROL:**

As interim operational leader, Rachael Hartman is hereby temporarily granted the powers of:

- Authorizing and executing contracts consistent with Resolution 13-08
- General employee review process and salary negotiations for all staff, except Director level
- Powers to hire and fire employees, except Director level
- Claims settlement authority for banking and pool claims
- Authorization of Settlement Authority Requests and Proof of Loss
- Signing authority on checks
- Powers relating to investments and treasury management
- Powers relating to transfers between cash accounts
- Review and finalization of Administration Department accounting transactions
- Other powers as directed and authorized by Board of Directors

3. **TEMPORARY POWERS GRANTED TO JACK CONTOS, SENIOR FINANCIAL ANALYST:**

As interim finance department leader, Jack Contos is hereby temporarily granted the powers of:

- Authorizing EAP provider contracts
- Produce certain internal budget transfers consistent with Resolution 20-01
- Authorization of Settlement Authority Requests and Proof of Loss
- Authorization of IT quotes by contracted vendors
- Fixed Asset acquisition
- Authorization of Payroll
- Powers relating to investments and treasury management
- Other powers as directed and authorized by the Board of Directors

4. **PRESIDENT, VICE PRESIDENT, GENERAL COUNSEL, AND MRG CONSULTANTS**

Hartman and Contos shall use best judgement in executing the powers granted herein and in seeking advice from Trindel's President, Vice President, General Counsel, and MRG Consultants.



5. AUTHORITY TO ENTER AND EXECUTE CONTRACTS ON BEHALF OF TRINDEL

It is hereby confirmed that pursuant to Trindel Bylaws ARTICLE XVII MISCELLANEOUS, Section 2. Contracts, the Board of Directors, on October 17, 2024, granted general authorization to the President and Vice President, jointly, to enter contracts in the name of and on behalf of Trindel Insurance Fund JPA.

6. EXPIRATION OF POWERS GRANTED TO HARTMAN AND CONTOS:

The powers granted herein to Hartman and Contos shall expire on the earlier of action to rescind these powers by the Board of Directors or the employment date of an Executive Director.

7. AD HOC COMMITTEE FOR EMPLOYMENT AND RECRUITMENT:

The Board of Directors' action to create an ad hoc committee on October 02, 2024 is hereby confirmed. The ad hoc committee members are Directors Williamson (Alpine), Ring (San Benito), Hydrick (Tehama), Tuthill (Trinity), and Behlke (Sierra). This ad hoc committee shall have authority to advise on and approve recruitment and employment decisions, except for employment of an Executive Director.

Adopted by the Board of Directors of the Trindel Insurance Fund on the 8th day of January, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Van Maddox, Secretary

Nichole Williamson, President



TRINDEL SPECIAL BOARD MEETING

January 2025

REPORTS

AGENDA ITEM 6.

SUBJECT: Presentation from Jack Contos to consider adopting resolution 25-02 authorizing specific title holders to manage CAMP funding.

ACTION FOR CONSIDERATION: Action item to adopt resolution 25-02 granting authorization to the holders of the titles of president of the board, secretary of the board, and executive director to manage transactions at CAMP in perpetuity.

BACKGROUND: Trindel's executive director holds sole authority to transact with CAMP on behalf of the fund. This resolution would allow specified title holders the same authority in absence of an executive director.

FISCAL IMPACT: N/A

RECOMMENDATION: Approve resolution 25-02.



**TRINDEL INSURANCE FUND
RESOLUTION NO. 25-02**

**IN THE MATTER OF AUTHORIZING INVESTMENT OF MONIES FOR TRINDEL
INSURANCE FUND IN THE CALIFORNIA ASSET MANAGEMENT PROGRAM**

WHEREAS, the California Asset Management Program is a Joint Powers Authority established as an investment pool for all local agencies under California Government Code Section 23601(p); and

WHEREAS, The Board of Directors hereby finds that the deposit and withdrawal of money in the California Asset Management Program in accordance with California Government Code Section 23601(p) for the purpose of investment as provided therein is in the best interests of Trindel Insurance Fund.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby authorizes the deposit and withdrawal of Trindel Insurance Fund monies in the California Asset Management Program in accordance with California Government Code Section 23601(p) for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following Trindel Insurance Fund offices holding the titles specified herein below or their successors in office are hereby authorized to order the deposit or withdrawal monies in the California Asset Management Program and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby.

Signatures:

Vacant
Executive Director

Van Maddox
Secretary

Nichole Williamson
President



Section 2. This resolution shall remain in full force and effect until rescinded by the Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the California Asset Management Program.

Adopted by the Board of Directors of the Trindel Insurance Fund on the 8th day of January, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Van Maddox, Secretary

Nichole Williamson, President



TRINDEL SPECIAL BOARD MEETING
January 2025

GENERAL BUSINESS
AGENDA ITEM 7.

CLOSED SESSION

7

SUBJECT: Consider Public Employee Appointment/Recruitment – California Government Code Section 54957 – Position Titles: (a) Director Property & Liability Claims; (b) Director of Workers Compensation Claims; (c) Executive Director. (David Nelson, Charles McKee, Rumi Portillo, Henie Ring, and Nichole Williamson.)



TRINDEL SPECIAL BOARD MEETING
January 2025

GENERAL BUSINESS
AGENDA ITEM 8.

RECONVENE OPEN SESSION
8

SUBJECT: Report out of Closed Session



TRINDEL SPECIAL BOARD MEETING
January 2025

REPORTS
AGENDA ITEM 9.

ADJOURNMENT

9

Adjourn meeting:

Date:

Time: