



BOARD OF DIRECTORS AGENDA

A Joint Powers Authority for the Rural California Counties of
Alpine - Colusa - Del Norte - Lassen - Modoc - Mono - Plumas - San Benito - Sierra - Sutter - Trinity

PRESIDENT
Nathan Black

VICE-PRESIDENT
Roberta Allen

SECRETARY
Van Maddox

Meeting of Minutes

Location: GoToMeeting

Date & Time: Thursday, September 23, 2021
1:00 PM – 5:00 PM
<https://global.gotomeeting.com/join/713819413>
You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)
United States: +1 (872) 240-3412
- One-touch: <tel:+18722403412,,713819413#>
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Date & Time: Friday, September 24, 2021
8:30 AM – 12:00 PM
<https://global.gotomeeting.com/join/768344261>
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Call to Order: 1:04 PM on Thursday, September 23, 2021. President Nathan Black presided over meeting.

I. Roll Call

September 23, 2021

Alpine County	Sarah Simis
Colusa County	Kaline Moore
Del Norte County	Cathy Hafterson
Lassen County	Tony Shaw. Richard Egan (arrived at 1:40pm)
Modoc County	Chester Robertson
Mono County	Jay Sloane
Plumas County	Roberta Allen (arrived at 1:15pm)
San Benito County	Absent
Sierra County	Van Maddox, Judi Behlke
Sutter County	Nathan Black, Jason Claunch
Trinity County	Richard Kuhns, Rebecca Cooper
Trindell Staff	David Nelson, Executive Director. Andrew Fischer, Director of Property & Liability. Katie Twitchell, Director of Workers' Compensation. Rachael Hartman, Director of Loss Prevention. Heather Rowbury, Administrative Technician. Anita Cooper, Workers' Compensation Claims Examiner
Prism	Gina Dean

September 24, 2021

Alpine County	Sarah Simis
Colusa County	Kaline Moore
Del Norte County	Cathy Hafterson
Lassen County	Tony Shaw (arrived at 9:02am)
Modoc County	Chester Robertson
Mono County	Jay Sloane
Plumas County	Roberta Allen
San Benito County	Absent
Sierra County	Judi Behlke
Sutter County	Nathan Black, Jason Claunch
Trinity County	Richard Kuhns, Rebecca Cooper
Trindell Staff	David Nelson, Executive Director. Andrew Fischer, Director of Property & Liability. Katie Twitchell, Director of Workers' Compensation. Rachael Hartman, Director of Loss Prevention. Heather Rowbury, Administrative Technician. Anita Cooper, Workers' Compensation Claims Examiner



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II. Public Comment

No Public Comment

III. Consent Calendar

- a. & b. Approval of Minutes, May 27-28, 2021, and June 28, 2021 Special Meeting.

David Nelson, Executive Director announced the minutes from the May 2021 Board of Directors Meeting and June 2021 Special Meeting were previously distributed by email to board members for review and approval. Motion by Van Maddox of Sierra County to approve minutes, Seconded by Chester Robertson of Modoc County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

Ayes: 9 – Alpine County, Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 2 – Plumas County, San Benito County

IV. Reports

a. **Committee Reports**

- i. ***Claims Review Committee***
ii. ***Executive Committee***

b. **Staff Reports**

- i. ***Loss Prevention Department***

Rachael Hartman, Director of Loss Prevention presented staff report for Loss Prevention Department with updates since last board meeting.

- ii. ***Liability Property Department***

Andrew Fischer, Director of Liability and Property presented staff report for Liability and Property Department with updates since last board meeting.

- iii. ***Workers' Compensation Department***

Katie Twitchell, Director of Workers' Compensation presented staff report for Workers' Compensation Department with updates since last board meeting.



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iv. Administration Department

David Nelson, Executive Director presented staff report for Administration Department with updates since last board meeting. Presented Chester Robertson with appreciation plaque for 6 years of service as President of Trindel Insurance Fund Board of Directors.

c. Treasurers Report

Informational Report on fund balances and earned income. David Nelson, Executive Director reviewed highlights from Treasurers Report. Earned \$639,645.38 Interest for Fiscal Year. Change in Fair Market Value for Fiscal Year to Date decreased by \$479,322.00.

V. Programs

a. WC Claims Audit

An action Item to adopt WC Claims Audit. Katie Twitchell presented Workers' Compensation May 2021 Prism EIA Audit Report. Motion by Chester Robertson of Modoc County to accept audit, Seconded by Van Maddox of Sierra County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

Ayes: 10 – Alpine County, Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 1 – San Benito County

b. Liability Claims Audit

An action Item to adopt Liability Claims Audit. Andrew Fischer presented Prism General Liability Audit Report from Risk Management Services. Motion by Sarah Simis of Alpine County to approve audit, Seconded by Richard Kuhns of Trinity County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

Ayes: 10 – Alpine County, Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 1 – San Benito County



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c. Proposed Changes to the Liability MOC

An action Item to approve changes to Liability MOC. David Nelson introduced the item. Andrew Fischer presented changes to Liability MOC. To provide a well engineered pool program the changes provide more defined procedure for defense counsel appointments. Also a provision outlining the covered parties responsibilities and dispute resolution process. Motion by Van Maddox of Sierra County to accept changes to Liability MOC, Seconded by Kaline Moore of Colusa County.

Motion carried with 9 Ayes, 1 Abstain, 0 Noes, 1 Absent.

Ayes: 9 – Alpine County, Colusa County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Abstain: 1 – Del Norte County Noes: 0 Absent: 1 – San Benito County

Adjourned for Break: 2:45 PM

Reconvened after Break: 3:01 PM

d. Return of Funds Resolution 22-01

An action Item to adopt Resolution 22-01 and approve 2021-22 return of funds. David Nelson presented Resolution 22-01, in the matter of suspending Resolution 99-05 and revising the policy on dividends and levels of retained earnings for member funds. Motion by Van Maddox of Sierra County to adopt Resolution 22-01 with changes to Section 1 that includes removing the entire paragraph 'Total Reserves for the program must, at a minimum, be at the 90% confidence level as reflected in the most recent actuarial review, plus one program SIR per member. If a potential dividend will drop the confidence level below 90% and one program SIR per member then the Board shall not declare a dividend'. For the paragraph that reads 'For each member' Add the word 'individual' between 'each' and 'member' and at the end of this paragraph add 'to that individual member'. Approve Del Norte County to take return of funds up to 2.3 million for 20/21 Fiscal Year to be received in 21/22 Fiscal Year, Seconded by Jay Sloane of Mono County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

Ayes: 9 – Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 2 – Alpine County, San Benito County



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e. Department Name Change

An action Item to approve department name change from "Loss Prevention Services" to "Risk Control". Rachael Hartman presented the background of the term "Risk Control." Motion by Cathy Hafterson of Del Norte County to approve department name change, Seconded by Van Maddox of Sierra County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

Ayes: 9 – Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 2 – Alpine County, San Benito County

VI. General Business

a. Check Register & Invoices

An action Item to approve check registers & invoices for the fourth quarter of the 2020-21 fiscal year pursuant to Bylaws Article XIV, Section 2. Motion by Van Maddox of Sierra County to approve check registers & invoices, Seconded by Cathy Hafterson of Del Norte County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

Ayes: 9 – Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 2 – Alpine County, San Benito County

b. Budget adjustment 2020-21

An action Item to approve proposed budget adjustment to transfer budgeted revenue and expense from Workers' Compensation Administration to Liability Property Administration. Motion by Chester Robertson of Modoc County to approve, Seconded by Van Maddox of Sierra County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

Ayes: 9 – Colusa County, Del Norte County, Lassen County, Modoc County, Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Noes: 0

Absent: 2 – Alpine County, San Benito County



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c. Fourth Quarter Budget and Financial Statements for
Fiscal Year 2020/2021.

David Nelson reviewed Statement of Net Assets, Statement of Revenues
Expenses and changes in Net Assets and Budget to Actual as of 06/30/2021.

Adjourned: 4:58 PM on Thursday, September 23, 2021

Call to Order: Reconvened 9:01 AM on Friday, September 24, 2021

d. Underwriting Policy Resolution 14-02

An action Item to review and approve Underwriting Policy Resolution 14-02.
Motion by Chester Robertson of Modoc County to approve, Seconded by
Sarah Simis of Alpine County.

Motion carried with 9 Ayes, 1 Abstain, 0 Noes, 1 Absent.

Ayes: Alpine County, Colusa County, Del Norte County, Modoc County,
Mono County, Plumas County, Sierra County, Sutter County, Trinity County

Abstain: Lassen County

Noes: 0

Absent: San Benito County

e. Ratify Remote Working Policy

An action Item to review and ratify remote working policy.

Motion by Tony Shaw of Lassen County to approve remote working policy,
Seconded by Chester Robertson of Modoc County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

Ayes: 10 – Alpine County, Colusa County, Del Norte County, Lassen County,
Modoc County, Mono County, Plumas County, Sierra County, Sutter County,
Trinity County

Noes: 0

Absent: 1 – San Benito County

f. Discussion on catastrophic Wildfires, Insurance –
FEMA-state- deductible, suppression, litigation USFS.

Discussion on future strategies or implementation steps that may improve our
organization. Discussion was had on the impacts to our communities due to
wildfires. Suggestions to coordinate with Prism.

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g. Future Meetings

The January 2022 board meeting will be held virtually on January 20-21, 2022.

The May 2022 board meeting will be held in Mono County, with dates to be determined at the January 2022 board meeting.

Nathan Black, President announced the Board will enter into Closed Session at 10:43 AM to discuss Executive Directors Evaluation.

VII. Closed Session

- a. Executive Directors Evaluation
Government Code Section 54957.6

Nathan Black, President announced the Board has left Closed Session at 11:16 AM and Reconvened into Open Session. No reportable action out of closed session.

VIII. Adjournment

Meeting Adjourned at 11:17 AM on Friday, September 24, 2021