

# Trindell

## Insurance Fund

*Alpine - Colusa - Del Norte - Lassen - Modoc - Mono - Plumas - San Benito - Sierra - Sutter - Trinity*

A Joint Powers Authority Established in 1980

[www.trindell.org](http://www.trindell.org)

### FINAL MINUTES BOARD OF DIRECTORS

May 25 & 26, 2016  
Plumas County  
Chalet View Lodge  
72056 Highway 70  
Graeagle, CA 96103

PRESIDENT  
Chester Robertson

VICE PRESIDENT  
Peter Huebner

SECRETARY  
Carol McElroy

May 25, 2015 1:00PM

A. Roll Call.

#### Voting Members & Alternates Present:

Chester Robertson – Modoc (President) (May 26 only)  
Peter Huebner – Sierra (Vice-President) (arrived May 26 at 9:43am)  
Van Maddox – Sierra (departed May 26 1pm)  
Richard Egan – Lassen (arrived 2:55pm May 25)  
Amy Cox – Del Norte (May 26 only)  
Angela Bickle – Trinity  
Margaret White - Mono  
Roberta Allen – Plumas  
Wendy Tyler – Colusa  
Patrick Bonnett – Plumas  
Nathan Black - Sutter

Members Absent:  
Alpine County  
San Benito County

Others Present:  
Nicholas Poole – Plumas  
Mike Flemming – CSAC/EIA (arrived May 26 stayed only for presentation)  
David Nelson – Staff  
Lisa Meredith – Staff (departed at 12pm on May 26<sup>th</sup>)  
Randy Robertson – Staff (departed at 12pm on May 26<sup>th</sup>)  
Lacy Hayth – Staff

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B. 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 Chair, 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.

**Sutter is emailing Minutes approving Nathan Black as the Board Member for Sutter County.**

C. Consent Agenda:

1. Approval of Minutes of January 21-22, 2016 Meeting.
2. Approval of Register, Checks & Invoices for the second and third quarter of the 2015-16 fiscal year pursuant to Bylaws Article XIV, Section 2.

**Executive Director, David Nelson walked the board through why we have a consent agenda. Discussion was held on check register.**

**Motion by Van Maddox, and Second by Roberta Allen, to approve the January 21-22, 2016 Minutes and Register, Checks & Invoices for the third quarter of 2015-16 fiscal year pursuant to Bylaws Article XIV, Section 2, unanimously approved.**

**AYES: Colusa, Del Norte, Mono, Plumas, Sierra, Trinity, Sutter**

**NOES: None**

**ABSTAIN: Colusa**

**ABSENT: Modoc, Alpine, Del Norte, Lassen, San Benito**

D. Election of President, Vice-President and Secretary for the 2016-17 fiscal year.

**Wendy Tyler nominated Chester Robertson for President, Peter Huebner for Vice-President, and Carol McElroy for Secretary.**

**Motion by Wendy Tyler, and Second by Van Maddox, to appoint Chester Robertson, as President for the 2016-17 fiscal year, to appoint Peter Huebner, as Vice-President for the 2016-17 fiscal year, to appoint Carol McElroy, as Secretary for the 2016-17 fiscal year, unanimously approved.**

E. Appointment of two members to the Executive Committee for the 2016-17 fiscal year.

**Executive Director, David Nelson talked about the Executive Committee. Roberta Allen and Nathan Black volunteered to be on the Executive Committee.**

**Motion by Wendy Tyler, and Second by Angela Bickle, to appoint Roberta Allen and Nathan Black to the Executive Committee for the 2016-17 fiscal year, unanimously approved.**

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F. Informational Items: Staff Reports on activities since the January 21-22, 2016 Board Meeting.

Executive Director, David Nelson talked about a proposal from Shawn Kraatz with Alliant for catastrophic medical (discussion was held on medical, dental AB109, MediCal and covered California. If you receive a letter from Rosin Bien contact David immediately. Executive committee meeting regarding personnel matters. Tried to hire a Workers' Compensation adjuster the position was offered and declined. Changed IT providers this last year firm's name is Advanced Concepts. Virus hit Trindel it was a ransom virus that was sent through email. Update email firewalls. David attended a CAJPA meeting regional meeting IT and finance meeting, (discussion was held on State Auditors, forming a pool, cost plan, GAP) David attended the EIA Finance Committee meeting and voted no on the current budget, (discussion was held on CSAC dynamic and voting) Workers' Compensation settlements on personnel matters and the judges are noticing, moving deductible on the property losses right now it is \$1,000 wanting to eliminate the deductible maybe with a caveat requested to be put on the next agenda, oasis net for property listings make sure all your properties are listed, member from CSAC/EIA Rich Rush came to visit the Trindel office to educate members on available resources.

Director of Loss Prevention Programs, Randy Robertson talked about his report is from October 2015 to March 2016 county visits LPS/HR/Road Meetings consulting visits, new material for 12-16 workshops, bringing in vendors, LPS staff are bringing LPS County employees into the Trindel office for training, Loss Prevention Evaluation change name to Loss Prevention Audit, change name from Loss Prevention Program to Loss Prevention Services.

Director of Workers' Compensation, Lisa Meredith talked about Meetings Attended by Lisa: Claims Review Committee meetings at CSAC in Nov, Jan, March and May, Claims Review Committed Webex meetings in Dec, Feb, and April and Annual Dept. of Workers' Compensation Conference held in Oakland in March. File review with Defense Attorney on Lassen and Del Norte litigated claims. Andrew met with Del Norte to work on moving some claims to settlement Full file review with Colusa. Training Attended by Staff: Annual Dept. of Workers' Compensation Conference held in Oakland in March and Workers' Comp Seminar in Sacramento put on by Defense Attorney, Rich Montarbo. Staff News: Clerical Assistant, Terri Jerome, has left Trindel. That position has been filled by Rebecca Watson. Claims Administration software is working well. The Dept. of Workers' Comp performed a Utilization Review Audit on 35 of our claims. We received a score of 100%. We will be having a Dept. of Workers' Comp Claims Audit this year, but have not yet been notified of the date. Claims Statistics for period January 2016 through March 2016 Total Caseload as of March 31, 2016: 365. New Claims: 86 Claims Closed: 71 Reserves Released from closings (includes settled cases that closed) Indemnity: \$ 225,727.89, Medical: 302,842.55, Expenses: 108,722.62, Total Reserves Released: \$ 637,293.06, Claims settled by way of Compromise and Release: 10 Claims finalized with Stipulations with Request for Award: 8 Claims Dismissed by Workers' Comp Appeals Board 1.

David walked the board through the new Trindel website and the frame work of the Counties. Sutter talked about an active shooter training that they held in their County. Discussion was held on Marijuana in the work place.

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- G. Discussion/Adoption: Conflict of Interest Code.

**Executive Director, David Nelson gave the Board history on the Conflict of Interest Code.**

**Motion by Wendy Tyler, and Second by Richard Egan, to adopt Trindell's Conflict of Interest Code, unanimously approved.**

- H. Discussion/Review: Statement of Net Position, Statement of Revenues Expenses and changes in Net Assets, Budget, Treasurers Report, as of March 31, 2016.

**Executive Director, David Nelson walked the Board through the Statement of Net Position, Statement of Revenues Expenses and changes in Net Assets, Budget, Treasurer's Report, as of March 31, 2016. Discussion on Dues and subscriptions, budgets – w/c overtures, totals to the end of each page on the budgets.**

- I. Review and Adopt: Investment Policy pursuant to Government Code Section 53646(a). (Chandler Asset Management)

**Executive Director, David Nelson talked about the Investment Policy.**

**Motion by Richard Egan, and Second by Wendy Tyler, to adopt the Investment Policy pursuant to Government Code Section 53646(a), unanimously approved.**

- J. Authorize and Approve: Treasurer to invest, reinvest, sell or exchange securities for the 2016-2017 fiscal year as required by Government Code Section 53607.

**Executive Director, David Nelson talked about Treasurer to invest, reinvest, sell or exchange securities.**

**Motion by Richard Egan, and Second by Van Maddox, to authorize and approve the Executive Director/Treasurer to invest, reinvest, sell or exchange securities for the 2016-2017 fiscal year as required by Government Code Section 53607, unanimously approved.**

- K. Discussion/Action: Approve Claims Administration Liability Fund.

**Executive Director, David Nelson talked about the Claims Administration Liability Fund. Discussion was held on with the caveat if not funded will not be used.**

**Motion by Richard Egan, and Second by Van Maddox, to approve the Claims Administration Liability Fund, unanimously approved.**

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May 26, 2016 8:42am

- L. Discussion/Adoption: Resolution No. 16-01 adopting budgets & Salary Schedule for all programs and activities for the 2016-17 fiscal year.

**Executive Director, David Nelson walked the Board through all of the budgets & the salary schedule for all programs and activities for the 2016-17 fiscal year.**

Discussion was held on Admin budget re investment advisor and CSAC training for accountant position. Loss Prevention budget bring DSR's and LPS to one location for one day in Yuba City, company vehicles, misc awards and certificates for DSR, LPS and HR for really good performance and recognition for a job well done. Liability/Property claims handling budget, George Hills Company proposal 30% decrease, bring Liability/Property in house and a candidate for the position, adjusting claims and litigation of claims, professional fees, Praxis, Audit, oversight of claims, Praxis contract clarify lower rate pg 15 maybe continue longer than 6 months need authorization to sign Praxis contract, Loss Runs for Liability Property. w/c budget salaries, fully interrogated County, program w/c budget cheat sheet for board members for what each category is for and how much for subsidy's.

CSAC training has government training 120 per class for Accountant  
Investment advisor earning reduce and put into allocation – allocate beforehand. Don't allocate negative interest.

**Motion by Van Maddox, Second by Richard Egan, to Adopt Resolution No. 16-01 adopting budgets & Salary Schedule for all programs and activities for the 2016-17 fiscal year, unanimously approved.**

**AYES: Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity**

**NOES: None**

**ABSTAIN:**

**ABSENT: Alpine, San Benito**

- M. Discussion/Adoption: Resolution No. 16-02 setting premiums for the 2016-17 fiscal year for all programs.

**Executive Director, David Nelson walked the Board through setting premiums for the 2016-17 fiscal year. Discussion was held on breaking out and separating the Liability and the Property.**

**Motion by Wendy Tyler, and Second by Richard Egan, to Adopt Resolution No. 16-02 setting premiums for the 2016-17 fiscal year for all programs, unanimously approved.**

**AYES: Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity**

**NOES: None**

**ABSTAIN:**

**ABSENT: San Benito, Alpine**

**Randy Robertson presented Patrick Bonnett with an award of service**

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- N. Discussion/Adoption: Resolution No. 16-03 approving the return of funds and giving the option to take a credit as partial payment of the 2016-17 premium invoice or taken as a return of cash.

**Executive Director, David Nelson walked the Board through the return of funds and giving the option to take a credit as partial payment of the 2016-17 premium invoice or taken as a return of cash.**

**Motion by Richard Egan, and Second by Wendy Tyler, to Adopt Resolution No. 16-03 approving the return of funds and giving the option to take a credit as partial payment of the 2016-17 premium invoice or taken as a return of cash, unanimously approved.**

**AYES: Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity**

**NOES: None**

**ABSTAIN:**

**ABSENT: San Benito, Alpine**

- O. Discussion: Performance evaluations of contractors.

**Executive Director, David Nelson walked the Board through all of the Contractors. Discussion was held on: Linda Durr took a job with an Attorney, Need more investigators, Jean Gravette is in Oregon now she is limited, Employee Assistance Program,**

- P. Discussion/Adoption: Resolution No. 16-04 approving Liability Administration Allocation.

**Executive Director, David Nelson walked the Board through the Liability Administration Allocation. Discussion was held on 3 year loss.**

**Motion by Nathan Black, and Second by Roberta Allen, to Adopt Resolution No. 16-04 approving the Liability Administration Allocation, unanimously approved.**

**AYES: Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity**

**NOES: None**

**ABSTAIN:**

**ABSENT: San Benito, Alpine**

- Q. Discussion/Action: Cafeteria Plan.

**Executive Director, David Nelson walked the Board through the Cafeteria Plan. Bring options back to the next board. Discussion was held on the life insurance amount.**

- R. Presentation: Accreditation from California Association of Joint Powers Authorities.

**Executive Director, David Nelson talked about the Accreditation and introduced Mike Flemming from CSAC, CEO-CAJPA. Mike Flemming presented the Trindel Board with an Accreditation Certificate.**

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- S. Discussion/Direction: Employee / Employer Health Contribution.

**Executive Director, David Nelson talked about the Employee/Employer Health Contribution. Discussion was held on Pers, health, Cadillac tax, true flex benefit plan to cover one employee health care premium. Come back with a modest flex plan that covers one employee contribution, will have a cap and revisit from time to time and get rid of the cash option. Bring back to the next board meeting.**

- T. Authorize and Accept: Accept a proposal for audit services.

**Executive Director, David Nelson walked the Board through the Audit Proposals that were sent back to Trindell. Discussion was held on cost and firm differences.**

**Motion by Angela Bickle, and Second by Richard Egan, to approve the Gallina, LLP audit proposal, unanimously approved.**

- U. Future Meetings:

**Executive Director, David Nelson walked the Board through the talked about future meetings the September Board Meeting will be held in Sacramento on September 7-8. Location and dates for the January 2017 meeting. San Benito will be held in January 2017.**

- V. Closed Session: Executive Director Evaluation

**Adjourn into Closed Session 2:22pm**

### **Closed Session**

**Executive Director Evaluation.**

**President, Chester Robertson, reported out that discussion was held on the Executive Director's Evaluation.**

**Adjourn out of closed session 2:55pm.**

Adjourn.                      Date:    May 26, 2016                      Time: 2:55pm

Respectfully Submitted by Executive Director, David Nelson