

TRINDEL INSURANCE FUND BOARD OF DIRECTORS AGENDA

Alpine~Colusa~Del Norte~Lassen~Modoc~Mono~Plumas~San Benito~Sierra~Sutter~Trinity
A Joint Powers Authority Established in 1980
www.trindel.org

PRESIDENT
Chester Robertson

VICE-PRESIDENT
Nate Black

SECRETARY
Van Maddox

Date : Thursday, May 27th, 2021
Time: 1:00 PM to 5:00 PM

Date : Friday May 28th, 2021
Time: 9:00 AM to 12:00 noon

Location: Plumas County Nakoma Resort 348 Bear Run, Clio CA 96106

Meeting of Minutes

I. Roll Call

Call to Order: Thursday, May 27, 2021 at 1:07 PM

Attendees:

May 27th, 2021

Alpine County	Nichole Williamson (Arrived at 1:37 PM)
Colusa County	Todd Manouse
Del Norte County	Cathy Hafterson
Lassen County	Tony Shaw
Modoc County	Chester Robertson, William 'Tex' Dowdy
Mono County	Jay Sloane
Plumas County	Roberta Allen, Gabriel Hydrick
San Benito County	Absent
Sierra County	Van Maddox, Judi Behlke
Sutter County	Nathan Black
Trinity County	Rebecca Cooper
Trindel Staff	David Nelson, Randy Robertson, Andrew Fischer, Katie Twitchell, Brian Ralph, Heather Rowbury
Prism	Gina Dean

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May 28th, 2021

Alpine County	Nichole Williamson
Colusa County	Todd Manouse
Del Norte County	Cathy Hafterson
Lassen County	Tony Shaw
Modoc County	Chester Robertson
Mono County	Jay Sloane
Plumas County	Roberta Allen, Gabriel Hydrick
San Benito County	Absent
Sierra County	Van Maddox, Judi Behlke
Sutter County	Nathan Black
Trinity County	Becca Cooper
Trindel Staff	David Nelson, Randy Robertson, Andrew Fischer, Katie Twitchell, Brian Ralph, Heather Rowbury
Prism	Gina Dean
Aon	Kyle Powell

II. Public Comment

No Public Comment

III. Consent Calendar

- a. Approval of Minutes, January 14th & 15th, 2021. Chester Robertson, President announced the minutes from the January 2021 meeting were previously distributed to board members for review and approval. Motion by Nathan Black of Sutter County to approve January 14th & 15th, 2021 Minutes, Seconded by Jay Sloane of Mono County. Motion carried with 9 ayes in favor, Alpine County and San Benito County absent.

- b. Approval of check register & invoices for December of 2020 and the third quarter of the 2021-22 fiscal year pursuant to Bylaws Article XIV, Section 2. Motion by Jay Sloane of Mono County to approve check register & invoices for December of 2020 and the third quarter of the 2021-22 fiscal year. Seconded by Todd Manouse of Colusa County. Motion carried with 9 ayes in favor, Alpine County and San Benito County absent.

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IV. Reports

- a. Committee Reports
 - i. Workers' Compensation Pool Claims Review Committee.
David Nelson, Executive Director presented update of activities for Workers' Compensation Pool Claims Review Committee.

- b. Staff Reports
 - i. Liability Property Department
Andrew Fischer, Director of Liability and Property presented staff report for Liability and Property Department with updates since last board meeting.
 - ii. Workers' Compensation Department
Katie Twitchell, Director of Workers' Compensation presented staff report for Workers' Compensation Department with updates since last board meeting.
 - iii. Loss Prevention Department
Randy Robertson, Director of Loss Prevention presented staff report for Loss Prevention Department with updates on programs and activities since last board meeting.
 - iv. Administration Department
David Nelson, Executive Director presented staff report for Administrative Department with updates since last board meeting. Presented Randy Robertson with 8 Years Of Service Retirement Plaque.

- c. Treasurers Report
 - i. Informational Report on fund balances and earned income.
David Nelson, Executive Director reviewed highlights from Treasurers Report.

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V. Programs

a. WC Pooling Policy and MOC for 2020-2021

An action to review and approve WC Pooling Policy and MOC. Motion by Jay Sloane of Mono County to approve Workers' Compensation Program Pooling Policy, but table MOC until Friday, May 28, 2021. Seconded by Rebecca Cooper 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

b. Liability & WC Program Structure Options

An action item to select pooling and excess provider. Motion by Jay Sloane of Mono County to form a Liability Pool from \$250,000.00 to \$1,000,000.00 and table excess placement until Friday, May 28, 2021. Seconded by Nathan Black of Sutter 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

Adjourned for Break (On item V.b): Thursday, May 27, 2021 3:35 PM

Reconvened after Break (On item V.b): Thursday, May 27, 2021 3:55 PM

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- c. Liability Pooling Policy, MOC, and Fund Creation
An action to review and approve Liability Pooling Policy, MOC, and Fund Creation. Motion by Van Maddox of Sierra County to approve as amended Liability Pooling Policy, and creation of new fund to account for the pool transactions (Fund 35). Tabled MOC until Friday, May 28, 2021. Seconded by Todd Manouse of Colusa 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

- d. Budget and Salary Schedule for all Programs. An action to review and approve budget and salary schedule for all programs. Requires 2/3 Vote. Motion by Roberta Allen of Plumas County to approve budget and salary schedule for all programs, Seconded by Nathan Black of Sutter 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

- e. Revise How Safety funds are Accounted For: Resolution 21-04. An action Item to change how safety funds are managed. Requires 2/3 Vote. Motion by Nathan Black of Sutter County to approve Resolution 21-04: Establishing A Procedure For The Funding Of, Accounting For, And Use of The Leadership Training Funds, Safety Funds, And Excess Insurers Risk Management / Loss Prevention Funds. Seconded by Todd Manouse of Colusa 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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- f. Adopt Return of funds calculation
An action to review and approve return of funds for 2021-2022 fiscal year. Motion by Van Maddox of Sierra County to redraft the return of funds calculation and bring back at September 2021 meeting with the revision to limit the ability to take a return of funds in one fund if another fund is negative. Seconded by Jay Sloane of Mono County. Motion carried with 10 ayes in favor, San Benito County absent.

- g. Program Premiums
An action Item to approve 2021-22 Premiums. Motion by Nathan Black of Sutter County to approve 2021-22 Premiums, Seconded by Tony Shaw of Lassen County. Motion carried with 10 ayes in favor, San Benito County absent.

Adjourned: 5:30 PM on Thursday, May 27, 2021 with Session to continue on Friday, May 28, 2021.

Call to Order: Reconvene on Friday, May 28, 2021 at 9:00 AM

V. Tabled from Thursday, May 27, 2021

V. Programs

b. Liability & WC Program Structure Options

An action item to select pooling and excess provider. Reconvene to bring back tabled item from previous day for selection of excess provider. Yesterday motion carried to form a Liability Pool from \$250,000.00 to \$1,000,000.00 and tabled excess placement until Friday, May 28, 2021.

a. WC Pooling Policy and MOC for 2020-2021. An action to review and approve MOC tabled from previous day. Remains continued based on decision under item V.b.

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c. Liability Pooling Policy, MOC, and Fund Creation. An action to review and approve MOC. Remains continued based on decision under item V.b.

Motion from Jay Sloane of Mono County to purchase coverage through Prism, Seconded by Todd Manouse of Colusa County. Motion fails with 2 Ayes, 8 Noes, 1 Absent.

Ayes: 2- Colusa County, Mono County.

Noes: 8- Alpine County, Del Norte County, Lassen County, Modoc County, Plumas County, Sierra County, Sutter County, Trinity County

Absent: 1- San Benito County

Motion by Nate Black of Sutter County to move discussion to a special meeting on June 28, 29, or 30, 2021. Seconded by Rebecca Cooper 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

Adjourned for Break: Friday, May 28, 2021 11:07 AM

Reconvened after Break: Friday, May 28, 2021 11:30 AM

VI. General Business

- a. Fiscal Year 2020/2021 Third Quarter Budget and Financial Statements.
Brian Ralph, Financial Analyst presented Statement of Net Assets, Statement of Revenues Expenses and changes in Net Assets and Budget to Actual as of 03/31/2021.
- b. Authorize Treasurer Duties
An action item to authorize Treasurer Duties for fiscal year 2021-22.
Motion by Tony Shaw of Lassen County to authorize Treasurer Duties for fiscal year 2021-22, Seconded by Van Maddox of Sierra County. Motion carried with 9 ayes in favor, Modoc County absent out of room, San Benito County absent.

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- c. Investment Policy
Action Item to Review and approve Investment Policy. David Nelson, Executive Director reviewed investment policy with no changes from last year. Motion by Van Maddox of Sierra County to accept investment policy without change, Seconded by Tony Shaw of Lassen County. Motion carried with 9 ayes in favor, Modoc County absent out of room, San Benito County absent.
- d. Conflict of Interest Code
An action to review and approve changes to Conflict of Interest Code. David Nelson, Executive Director reviewed changes to and update on Conflict of Interest Code. Motion by Tony Shaw of Lassen County to approve Conflict of Interest Code, Seconded by Nichole Williamson of Alpine County. Motion carried with 9 ayes in favor, Modoc County absent out of room, San Benito County absent.
- e. Remote Working Policy
An action to review and adopt Remote Working Policy. David Nelson, Executive Director reviewed Remote Working Policy. Motion by Nathan Black of Sutter County to revise Remote Working Policy to make it voluntary and designed to be cost neutral. Remove internet stipend. For each remote working plan to include beginning date, end date, and review on an annual basis. Remote Work Policy with revisions to be brought back to the board to ratify at September 2021 board meeting. Seconded by Van Maddox of Sierra County. Motion carried with 10 ayes in favor, San Benito County absent.
- f. Contractors Evaluations
Discuss and evaluate current contractors. David Nelson, Executive Director reviewed list of contractors with discussion from board on utilization and quality of services. Trinity County and Modoc County said Jennifer Shaw has been very helpful.

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h. Election of Officers

An action to nominate and elect officers of the board for fiscal year 2021-22. Election of President, Vice-President and Secretary for the 2021-22 fiscal year. Motion by Chester Robertson of Modoc County to elect Nathan Black of Sutter County for President, Seconded by Tony Shaw of Lassen County. Motion by Roberta Allen of Plumas County to elect Roberta Allen of Plumas County for Vice-President, seconded by Nathan Black of Sutter County. Motion by Chester Robertson of Modoc County to elect Van Maddox of Sierra County for Secretary, seconded by Tony Shaw of Lassen County. Motion carried with 10 ayes in favor, San Benito County absent.

g. Election of Executive Committee

An action to nominate and elect two members to the Executive Committee for fiscal year 2021-22. Motion by Nathan Black of Sutter County to elect Chester Robertson of Modoc County to Executive Committee, Seconded by Van Maddox of Sierra County. Motion by Tony Shaw of Lassen County to elect Richard Egan of Lassen County to Executive Committee, Seconded by Van Maddox of Sierra County. Motion carried with 10 ayes in favor, San Benito County absent.

i. Future Meetings

Special Meeting will be held on June 28, 2021 at 9:00 AM. The next board meeting will be held in Mono County on September 23rd & 24th, 2021. The January 2022 board meeting will be held virtually with dates to be determined.

Chester Robertson, President announced the board will enter into Closed Session at 12:30 PM to discuss Executive Directors Evaluation.

VII. Closed Session

- a. Executive Director Evaluation
Government Code Section 54957. David Nelson

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Chester Robertson, President announced the board has left Closed Session at 1:18 PM and Reconvened into Open Session. No action taken.

VIII. Reconvene in Open session

- a. Report out of Closed Session at 1:18 PM
- b. Executive Directors Contract
An action to review and approve the Executive Directors contract for 2021-22 fiscal year in the monthly amount of \$15,834 and the 2022-23 fiscal year in the monthly amount of \$16,334. Motion by Van Maddox of Sierra County to approve Executive Directors Contract for 2021-22 & 2022-23, Seconded by Nathan Black of Sutter County. Motion carried with 10 ayes in favor, San Benito County absent.

IX. Adjournment

Meeting Adjourned at 1:19 PM on Friday, May 28, 2021.