

EMPLOYMENT RISK MANAGEMENT AUTHORITY (ERMA)
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING
OF JUNE 29, 2021

A special meeting of the Board of Directors of ERMA was held on June 29, 2021. All portions of this meeting were conducted via Zoom in accordance with Government Code Section 54953(b). The meeting was conducted under Governor Gavin Newsom's Executive Order N-25-20 wherein public noticing of teleconference locations for each meeting participant is suspended.

BOARD MEMBERS PRESENT: John Gillison, President, PARSAC
Truc Dever, Vice President, VCJPA
Stuart Schillinger, Treasurer, BCJPIA
Charlene Calica, CCCHA
Melissa Guerrero, ERMAC
Brett Miller, MBASIA
Linda Cox, MPA
Artesia Dupree, OHA
Beth Lyons, PERMA
Roger Carroll, SCORE

BOARD MEMBERS ABSENT: Robert Thompson, CalTIP
Sean Scully, CSJVRMA
Kevin Bryant, PLAN

ALTERNATE MEMBERS PRESENT: Tina Friend, MBASIA (*joined at 1:06 p.m.*)
Kin Ong, PARSAC
Wendy Howard, SCORE

ALTERNATE MEMBERS ABSENT: Heather Rowden, BCJPIA
George Fink, CalTIP
Nataline Jindoian, CCCHA (Alternate)
Reina Schwartz, MPA
Drew Felder, OHA
Yumi Augustus, PERMA
George Rodericks, PLAN

OTHERS PRESENT: Jennifer Jobe, Executive Director
Jim Elledge, Interim Finance Manager
Doug Alliston, General Counsel
Jaesa McCulligan, BCJPIA
Chrissy Mack, CalTIP/VCJPA
Jeanette Workman, CSJVRMA
Jon Paulsen, PLAN
Marcus Beverly, SCORE

1. CALL TO ORDER/ROLL CALL

The June 29, 2021, Board of Directors Meeting was called to order at 10:00 a.m., by President John Gillison.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

Linda Cox moved to approve the Agenda as posted. Seconded by Brett Miller. A roll call was conducted. The motion passed unanimously with affirmative votes by Truc Dever, Stuart Schillinger, Robert Thompson, Sean Scully, Melissa Guerrero, Brett Miller, Artesia Dupree, Kevin Bryant, Beth Lyons, Roger Carroll, Nataline Jindoian, and John Gillison with no nays or abstentions.

3. PUBLIC COMMENTS

None

4. MEMBERSHIP MATTERS

A. Review of Prospective New Member Applications – Redwood Empire Municipal Insurance Fund’s (REMIF) Underlying Member Entities

Jennifer Jobe, Executive Director, reminded the Board of its approval of REMIF and its eleven underlying member entities at both the April 27 and June 8, 2021 meetings. She noted the applications of the remaining four members were reviewed by the Underwriting Committee, and the Committee provided specific recommendations for each entity.

Artesia Dupree moved to approve: 1) the Redwood Empire Municipal Insurance Fund underlying members – Cities of Sebastopol and Ukiah at a \$250,000 SIR, effective July 1, 2021; and 2) the Cities of Arcata and Lakeport at a \$250,000 SIR, effective July 1, 2021, with the condition the cities’ personnel policies and procedures are updated, reviewed by legal counsel with public sector employment law expertise, and approved by City Council, no later than July 1, 2023. Seconded by Roger Carroll. Roll call was conducted with affirmative votes by Truc Dever, Stuart Schillinger, Beth Lyons, Melissa Guerrero, Brett Miller, Linda Cox, Roger Carroll, Charlene Calica, Artesia Dupree, and John Gillison, with no nays or abstentions. The motion passed unanimously.

B. Discussion Regarding Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA) and Underlying Member Entities

Ms. Jobe stated that at the April 27 and June 8 meetings, the Board of Directors approved YCPARMIA and its 22 underlying members for participation in ERMA, at a \$500,000 SIR, effective July 1, 2021.

Ms. Jobe went on to state that due to current insurance market conditions, the YCPARMIA Board elected to participate in an excess liability program wherein EPL is included under the Memorandum of Coverage. As such, YCPARMIA submitted formal notice to ERMA requesting to rescind their Resolution of Intent to Participate, effective July 1, 2021. Ms. Jobe advised that YCPARMIA was removed from the program budget previously presented to the Board on June 8, noting that total contributions were minimally affected.

Discussion ensued regarding staff, Committee, and Board member’s time expended underwriting YCPARMIA and the underlying members, with the Board expressing a desire

to ensure this type of situation does not present itself in the future. Ms. Jobe stated that staff will meet with the Underwriting Committee in the coming months to re-evaluate the existing application fee structure and a recommendation will be presented to the Board at the November 1 meeting.

In closing, Ms. Jobe stated the Addendum to the Sedgwick Administration contract executed at the June 8 meeting would be adjusted after July 1 to ensure the base contract pricing accurately reflects the withdrawal of YCPARMIA.

5. CLOSING COMMENTS

A. Board of Directors

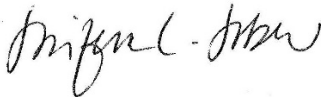
None

B. Staff

None

6. ADJOURNMENT

The June 29, 2021, ERMA Special Board of Directors Meeting adjourned at 1:28 p.m. by general consent.



Jennifer Jobe, Executive Director