Trindel
Insurance Fund
Alpine - Colusa - Del Norte – Lassen – Modoc – Mono – Plumas - San Benito – Sierra - Trinity
A Joint Powers Authority Established in 1980
www.trindel.org

BOARD OF DIRECTORS
MINUTES
May 16 & 17, 2012
99 Water Street
Markleeville, CA 96120

Wednesday, May 16, 2012, 9:02 AM

Call to Order

A. Roll Call.
Voting Members & Alternates Present:
Rita Sherman - Mono (President)
Michelle McLelland – Alpine (Secretary) (arrived Wednesday 9:22am)
Jim Arkens – Mono (arrived Wednesday1:40pm)
Peter Huebner – Sierra
Peggy Scroggins – Colusa
Richard Egan – Lassen
Wendy Tyler – Trinity
Shelly Pourian – Trinity
Chester Robertson – Modoc
Darcy Locken – Modoc
Jacki Credico – San Benito (arrived Wednesday 9:39am)
Patrick Bonnett – Plumas
Martin Nichols – Lassen

Members Absent:
Del Norte County

Others Present:
David Nelson – Staff
Gene Herndon – Staff
George Herndon – Staff
Lisa Mitchell – Staff
Lacy Cusmano – Staff
Rhetta Vander Ploeg – Lassen (arrived 8:30am)
Brian Muir – Mono (arrived Wednesday 1:40pm)
Marge Kemp-Williams - Colusa
Robert Marshburn, CRM, CIC, ARM, CRIS, CISC (arrived on May 17th 8:30AM and left at 12:05PM)

B. Election of President, Vice-President and Secretary for the 2012-13 fiscal year.

Wendy Tyler Nominates Rita Sherman for President

Motion by Chester Robertson and Second by Wendy Tyler, to elect Rita Sherman for President for the 2012-13 fiscal year, unanimously approved.

DRAFT

Shelly Pourian Nominates Wendy Tyler for Vice-President

Motion by Peggy Scroggins and Second by Chester Robertson, to elect Wendy Tyler for Vice-President for the 2012-13 fiscal year, unanimously approved.

Executive Director, David Nelson Nominates Van Maddox for Secretary

Motion by Richard Egan and Second by Peter Huebner, to elect Van Maddox for Secretary for the 2012-13 fiscal year, unanimously approved.

C. Appointment of two members to the Executive Committee for the 2012-13 fiscal year.

Wendy Tyler and Rita Sherman are automatically on the Committee. Richard Egan Nominates to keep Rich Inman and Peggy Scroggins as members of the Executive Committee.

Motion by Richard Egan and Second by Peter Huebner, to elect Peggy Scroggins and Rich Inman for the Executive Committee for the 2012-13 fiscal year, unanimously approved.

D. Approval of Minutes of February 29, 2012 meeting.

Peggy Scroggins would like to make addition in the minutes under others present add Nazzi's last name Arshi.

Motion by Peter Huebner and Second by Chester Robertson, to approve the February 29, 2012 minutes with changes, unanimously approved.

E. Informational Items: Staff Reports by Executive Director, Director of Loss Prevention Programs, and the Director of Workers' Compensation Program on activities since the February 29, 2012 Board meeting.

Executive Director, David Nelson talked about:

- **The raising of the SIR of Workers' Compensation**
- **Attending the Finance Committee of CSAC and the Underwriting Committee**
- **Visiting Lassen County, Plumas County and Colusa County**
- **Talked about the Trindel office briefly**

Director of Loss Prevention Program, Gene Herndon talked about:

- **The Supervisors Boot Camp Program. The Board gave Gene Direction to bring the Supervisor Boot Camp Program to the next board meeting for action.**
- **How well the March 2012 Mega Meeting went**
- **Loss Prevention Analyst, George Vondrak talked about his experience with Trindel Insurance Fund's Counties**
- **Coaching Supervisor Training with Trinity Counties Road Department has been modified to be used in other Counties it is a two hour class with the maximum of 12 individuals.**
- **Commitment to the Loss Prevention Program using the Loss Prevention Evaluation was discussed and Martin Nichols requested that this be brought back to the next board meeting for any county who wants to become part of Trindel.**

Director of Worker's Compensation Program Lisa Mitchell talked about:

- **Workers' Compensation Training issues**
- **Hot list problems in Claims Connect on April 1, 2012**
- **Talked about penalties and interest that are now taken care of by York**
- **There are a lot of claims that need to be Settled**
- **Andrew Fischer and Sarah Norrington both took the SIP test**
- **Talked about the new high school office assistant helping out the Workers' Compensation side of Trindel**
- **Touched on Workers Compensation audit**
- **Lisa's first Workers Compensation 101 Training**
- **Financial reimbursement from York was discussed.**
- **Lisa handed out framed certificates consent to self-insure**

Adjourn Open Session (10:53am)

Closed Session

F. Discussion/Action: Executive Director's Performance Evaluation.

Adjourn Closed Session (12:02pm)

President, Rita Sherman reported that in closed session it was decided that Executive Director, David Nelson has done a stellar job and the Executive Committee is to look at a new contract for Executive Director, David Nelson beginning July 1, 2012.

Reconvene Open Session

G. Discussion/Adoption of Trindel's Conflict of Interest Code.

Peggy Scroggins wants to add the Director of Workers' Compensation title into the Conflict of Interest Code.

Motion by Michelle McLelland and Second by Wendy Tyler, to adopt the Trindel's Conflict of Interest Code with changes, unanimously approved.

H. Discussion/Adoption of Resolution No. 12-04 setting premiums for the 2012-13 fiscal year for all programs.

David talked about the premiums in detail. The Board directed Executive Director, David Nelson to fund above two (2) deductibles and can be returned back to the counties out of the MedMal Premiums.

Motion by Peggy Scroggins and Second by Jacki Credico, to adopt Resolution No. 12-04 setting premiums for the 2012-13 fiscal year for all programs, unanimously approved.

AYES: Alpine, Modoc, Mono, Sierra, Trinity, Colusa, Lassen, San Benito, Plumas
NOES: None
ABSENT: Del Norte County

I. Informational Item: Update on CSAC-EIA Spring Retreat.

Peggy Scroggins talked about the CSAC-EIA Spring Retreat that she attended with Van Maddox and Peter Huebner.

J. Informational Item: Update on CSAC-EIA Program changes (cyber liability and vehicle deductibles).

Executive Director, David Nelson talked about the CSAC-EIA Program changes (cyber liability and vehicle deductibles).

K. Discussion/Informational: Workers' Compensation Audit Report.

Executive Director, David Nelson and Director of Workers' Compensation, Lisa Mitchell talked about the Workers' Compensation Audit Report. The Board requested that Executive Director, David Nelson write a letter addressing a letter from York and cc CSAC.

L. Discussion/Adoption of Resolution No. 12-05 adopting budgets for all programs and activities for the 2012-13 fiscal year.

Executive Director, David Nelson talked in detail on budgets for all programs and activities. Director of Loss Prevention Programs, Gene Herndon requested an extra $1500.00 for his training budget.

Motion by Chester Robertson and Second by Michelle Mclelland, to adopt Resolution No. 12-05 setting budgets for the 2012-13 fiscal year for all programs and does not to include $1500.00, unanimously approved.

AYES: Alpine, Modoc, Mono, Sierra, Trinity, Colusa, Lassen, Plumas, San Benito
NOES: None
ABSENT: Del Norte County

M. Discussion/Authorization; A review of our Investment Policy pursuant to Government Code Section 53646(a) and authorizing the Treasurer to invest, reinvest, sell or exchange securities for the 2012-2013 fiscal year as required by Government Code Section 53607.

Executive Director, David Nelson talked about having to review this every year and about investing. Richard Egan suggests Certificates of deposits TCDS 250 on page 2 change from 100 to 250 per entity, Code page 3 limit 30%. Discussion of needing a third party custodian, Brian Muir offered to help with set up. Discussion was held on investing in the Treasury in our Counties so that the money helps the Counties. The Board would like to be provided with a paragraph for how Interest is apportioned.

Motion by Chester Robertson and Second by Peter Huebner, to authorize the Treasurer to invest, reinvest, sell or exchange securities for the 2012-2013 fiscal year with changes, unanimously approved.

AYES: Alpine, Modoc, Mono, Sierra, Trinity, Colusa, Lassen, Plumas, San Benito
NOES: None
ABSENT: Del Norte County

N. Discussion/Direction: Consideration of prospective new membership in Trindel.

Executive Director, David Nelson talked with Bill Goodwin from Tehama County and received a letter of interest from Tehama County. Discussion was held on Tehama

Motion by Peggy Scroggins and Second by Richard Egan, to authorize the Executive Director, David Nelson to educate Tehama County of membership responsibilities in Trindel and facilitate membership enrollment by County resolution, unanimously approved.

AYES: Alpine, Modoc, Mono, Sierra, Trinity, Colusa, Lassen, Plumas, San Benito
NOES: None
ABSENT: Del Norte County

Meeting Adjourned (4:42pm)

Thursday, May 17, 2012, 8:48 AM

O. Discussion/Adoption of Resolution No. 12-06 approving the return of funds and giving the option to take a credit as partial payment of the 2012-13 premium invoice or taken as a return of cash.

Executive Director, David Nelson talked about the return of funds and the resolution. Discussion was held on having negatives in some programs and positives in others. A 90% confident level was discussed with a 50% return of excess funds over the 90% confidence level. Peggy motions to have a 90% confidence level with a 50% return of the excess funds over the confidence level. Further, do not combined programs that have negative balance(s) for calculation purposes.

Motion by Peggy Scroggins and Second by Michelle McLelland, to adopt Resolution No. 12-06 with changes.

AYES: Alpine, Modoc, Mono, Trinity, Colusa, Plumas, San Benito
NOES: Lassen
ABSENT: Del Norte County
ABSTAIN: Sierra

P. Presentation: Robert J. Marshburn "Contractual Risk Transfer"

Robert J. Marshburn did a training on Contractual Risk Transfer.

Q. Discussion: Performance evaluations of contractors.

Discussion was held on the performance evaluations of the following Trindel contractors:

- **York Investigators are great,**

- **George Hills happy with Roger and Rich. Rich is retiring this year and Executive Director, David Nelson had a meeting with Mike Kielty from George Hills he has a lot of claims adjusters and they want to split the claims between three adjusters,**
- **Alliant very responsive and happy they come to our offices to meet with us,**
- **CSAC-EIA impeccable service good trainings and webinar trainings,**
- **Health Metrics, very pleased,**
- **CHH, good,**
- **Shaw Valenza excellent service but expensive,**
- **Defense Attorneys for Liability or Workers' Compensation, no problems really like Margery Manthrawp,**
- **Jeanne Gravette very knowledgeable and confidential,**
- **Lexipol police in Mono County didn't like the training so they cancelled it. Lassen County Sheriff has had really great feedback,**
- **Steve Albrecht, very good well received has law enforcement background,**
- **Shasta Driving School, everyone has the same rate but the travel expense would be different.**

R. Discussion/Action: Loss prevention evaluation restructure.

- **Director of Loss Prevention Programs, Gene Herndon talked about the Loss Prevention Evaluation Restructure. D3 of the Annual Loss Prevention Evaluation Procedure change to a minimum of 12 meetings for the Department Head, 24 is not feasible.**
- **Page 3, #6 and page 4, #4 & #5 change the date to May 31st.**
- **Page 1, Section I., G. Employee Interviews, b., employee interviews needs to be 2 Department Heads at random.**
- **2a #3 change from previous 30 days to since last visit.**
- **Section 1 subparagraphs they are redundant merge them so they are not confusing.**
- **Section 10 #1 add or Loss Prevention Specialist.**
- **80% of points then you get 100% of your money back, if you get 79% or under of points then you receive that percent of your money back not 100%.**

Motion by Richard Egan and Second by Jacki Credico, to approve the Loss Prevention Evaluation with changes, unanimously approved.

S. Approval of check register for invoices paid between 1/1/2012 and 3/31/2012.

Take the Verizon cell phone plan out of Genes name and place it in Trindel's name. On the general account the bottom pages are missing so this item is being tabled till the next meeting.

Motion by Richard Egan and Second by Peggy Scroggins, to Approve check registers for Liability and Workers' Compensation invoices paid between 1/1/2012 and 3/31/2012, unanimously approved.

T. Discussion/Action: changing bank balances for Workers Compensation Account.

Motion by Peggy Scroggins and Second by Rita Sherman, to raise the Workers Compensation Account to $300,000.00, unanimously approved.

U. Discussion/Informational: workers' compensation settlement request structure and review.

Discussion was held on Workers' Compensation settlement request structure and review. Peggy Scroggins would like to reword "County member is entitled to 15% of claimants permanent disability benefits, which reduces the total permanent disability benefit to $_____" so it doesn't sound like the County is taking money. Peggy wants to see a second page of the breakdown of accounts. Executive Director, David Nelson asked the Board to take the Resolution back to your boards to get approved with whatever authority the County is comfortable with. On the Resolution add Risk Manager and Board in the now after.

V. Discussion/Informational: Review Financial Statements and Treasurers Report as of March 31, 2012.

Executive Director, David Nelson went over the Financial Statements and Treasurers Report as of March 31, 2012. Peggy Scroggins gave Executive Director, David Nelson direction to move $5,000.00 budget adjustment

from Loss Prevention and Workers' Compensation budget to the Administration budget but not to increase the budget.

W. Discussion/Action moving miscellaneous EIA health plans to Trindel and CIMI policy.

Discussion was held on miscellaneous EIA health plans and CIMI policy. EIA health plans the dental piece start date January 2013 for the health pool and Trindel employees can be a part of the health pool. Make sure stabilization funds can come to Trindel with the Counties from the EIA pool. Catastrophic medical insurance is new coverage and Alpine County has requested Trindel purchase this coverage as a group because they only have 3 beds in their jail so they don't qualify to get a quote. The Board would like to see the coverage's on the catastrophic medical insurance policy. This idem is tabled till the next meeting.

X. Discussion/Direction: This item is an opportunity for individual members to discuss any topics of interest relating to their specific county, i.e. how do others handle ____, this is what we are doing ____, State program/funding issues.

No Discussion was held

Y. 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.

No public comment

Z. Future Meetings: September 12-13, 2012 in San Benito County

Adjourn. **Date: May 17, 2012** **Time:5:15pm**

Respectfully Submitted by, Executive Director, David Nelson