Trindel Insurance Fund

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

MINUTES
BOARD OF DIRECTORS

January 22 - 23, 2015
Sutter County
Economic Development Corporation
950 Tharp Road, Suite 1303
Yuba City, CA 95993

PRESIDENT	VICE PRESIDENT	SECRETARY
Wendy Tyler	Chester Robertson	Van Maddox

Thursday, January 22, 2015 1:15 pm

A. Roll Call.
Voting Members & Alternates Present:
Wendy Tyler – Trinity (President)
Chester Robertson – Modoc (Vice-President)
Van Maddox – Sierra (Secretary) (only present on Thursday)
Shelly Pourian – Trinity
Carol McElroy – Alpine
Sarah Messerlian - Mono
Shawne Corley – Sutter
Robert Muszar – Colusa (only present on Thursday)
Richard Egan – Lassen (arrived 3:45pm on Thursday)
Roberta Allen - Plumas

Members Absent:
Del Norte County
San Benito County

Others Present:
Nathan Black – Sutter County (only present on Thursday)
Marco Sandoval – Sutter County
Cindy Lovelace – Colusa County
Rodger Hayton – George Hills Company (only present on Thursday)
David Nelson – Staff
Gene Herndon – Staff
Lisa Mitchell – Staff
Randy Robertson – Staff
Katie Twitchell – Staff

DRAFT

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

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.

No public comment

C. Consent Agenda:

1. Approval of Minutes of September & October 2014 meetings.

2. Review the Budget, Treasurers Report, Statement of Net Assets, Statement of Revenues Expenses and changes in net assets as of December 30, 2014.

3. Approval of Register, Checks & Invoices for the first and second quarters of 2014-2015 fiscal year pursuant to Bylaws Article XIV, Section 2.

Motion by Van Maddox and Seconded by Chester Robertson, to approve the September 11 & 12, 2014 meeting minutes, the October 20, 2014 Special Meeting Minutes with changes, the Budget, Treasurers Report, Statement of Net Assets, Statement of Revenues Expenses and changes in net assets as of December 30, 2014 and the Register, Checks & Invoices for the first and second quarters of 2014-2015 fiscal year pursuant to Bylaws Article XIV, Section 2., unanimously approved.

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

D. Discussion/Direction: Staff reports on activities since the September 2014 Board Meeting.

Executive Director, David Nelson talked about the 2012/13 "No Claims Bonus" for all Counties in the Watercraft Program with EIA and Alliant Insurance Services. He has also attended the following meetings: CSAC Board Meeting, Executive Committee Meetings, October Emergency Board Meeting, Encroachment Permit Meeting, Trinity County Health Fair, Chandler Asset Management Quarter Meeting, Community Forest Trail System with Pat Frost, various architect and contractor meetings, phone system and election meetings, Investment Advisor meeting for CSAC, Richard Hare TCSIG, Finance Committee EIA, transition needing with Sutter County and Scott Thompson Executive Director of Shasta College Foundation.

Director of Loss Prevention Programs, Gene Herndon talked about how many visits to member Counties the Loss Prevention Staff have done. Training Conducted by Loss Prevention Staff: San Benito Public Works Apprenticeship Train the Trainer Curriculum,1825 Sexual Harassment, Mutual Respect in the Workplace, Teamwork & Customer Service, Civility in

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

DRAFT

the Workplace, Keeping Peace in the Workplace, FISH: Create Your Playbook, Leading to an Efficient Workplace, Department Representative Training and Getting to the Root Cause. Meetings attended by Loss Prevention Staff: Sutter County Department Safety Representative, C.A.J.P.A. Conference, CALPELRA Conference and Loss Prevention/HR Training Meeting. Program Development by Loss Prevention Staff: Job description development, Prepare SLPA position budget request, Humana Vitality Employee Wellness program, Interactive Process Training, New Supervisor Training and Conflict Resolution Training.

Director of Workers' Compensation, Lisa Mitchell has attended one Claim's Review Committee Meeting at CSAC and has participated in two by WebEx her appointment is up for renewal on this Committee. Lisa attended the Loss Prevention Specialist Meeting in San Benito County. Lisa has contracted with JDI for the new claims software. Lisa is working on recruitment for the two clerical employees approved at the last Board meeting. The Board approved for Lisa to enter into a contract with Franco Signor for Medicare Reporting and she did not need to enter into the contract because JDI will be providing this service. Lisa submitted the Annual Report to the Self-Insurance Program prior to the October 1st deadline. The Workers' Compensation claim examiners have provided file reviews in Mono, Colusa, Trinity and San Benito Counties since the last Board Meeting. Lisa gave handouts to the Board on Workers' Compensation Cases and statistics by member.

E. Discussion/Direction: 2015-2016 premiums.

Executive Director, David Nelson talked about the 2015-2016 premiums.

F. Acceptance/Rejection: of the Annual Audit for the period ending 6-30-2014.

Executive Director, David Nelson is going with a new auditor next time and asked the board for $7500.00 to have additional accounts audited as well as the current accounts.

Motion by Van Maddox and Second by Carol McElroy, to accept audit ending 6-30-2014 and expand Trindel audit to include all Trindel managed funds, unanimously carried.

G. Informational/Direction: Update on new office building, Workers' Compensation Software projects and future conferences.

Executive Director, David Nelson updated the board on the new building project. Director of Workers' Compensation, Lisa Mitchell updated the board on the Workers' Compensation Software project. Discussion was held on the CALPELRA conference. The Board gave David direction to pay for membership and to pay for County Employees to attend CALPELRA and to not pay for CSOOC anymore. CALPELRA will be added to the Loss Prevention Evaluation.

H. Informational/Discussion: George Hills Update.

Rodger Hayton, George Hills Company did a presentation.

I. Acceptance/Rejection: Actuarial report dated October 2014.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

DRAFT

Executive Director, David Nelson walked the board through the actuarial reports. Discussion was held on Sutter needing to be added to page 30.

Motion by Shawne Corley and Second by Chester Robertson, to accept the actuarial report dated October 2014 as they are with the caveat that it be amended if Sutter County not being included changes the actuarial numbers.

J. Informational: Humana Vitality Presentation at 10am on Friday.

Humana Vitality gave a presentation to the Board.

K. Discussion/Direction: Employee Assistance Program Options.

Executive Director, David Nelson presented different options to the Board. Discussion was held on the use of the Employee Assistance Program.

L. Discussion/Direction: Administration Allocation Options.

Executive Director, David Nelson walked the Board through different allocation method options.

Motion by Chester Robertson to only change the Workers' Compensation allocation to change the claims handling from 100% equal share to prorate based on the percentage. Discussion was held on different allocation method options. Direction was given to Executive Director; David Nelson to come back with actual numbers based on the approved budget and have a special meeting in late February 2015. Total cost of claims Workers' Comp admin for the year based on number of employees, based on payroll, open claims, active claims, and time study. (Include fixed: cost facility, Director of Workers' Compensation's salary + benefits and software) (variable: adjuster salary + benefits, travel and training)

M. Discussion/Direction: Non-Covered Catastrophic Liability loss fund.

Executive Director, David Nelson put this on the Agenda per Joe Paul Gonzalez from San Benito County request. Joe Paul was unable to make it to this Board Meeting. This fund would be for liability cases that are not covered by insurance. It was decided to table this agenda item until the next board meeting when Joe Paul can be present.

N. Discussion/Action: Safety and Loss Prevention Analyst position and corresponding budget adjustment.

Director of Loss Prevention Programs, Gene Herndon presented to the Board the Safety and Loss Prevention Analyst position.

Motion by Sarah Messerlian and Second by Richard Egan, to approve the Safety and Loss Prevention Analyst position and the corresponding budget adjustment, unanimously approved.

O. Discussion/Action: Property SIR options.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

DRAFT

Executive Director, David Nelson presented different SIR options.

Motion by Richard Egan and Second by Chester Robertson, to make no changes on the SIR levels of the property coverage, unanimously approved.

Amended Motion by Richard Egan and Second by Chester Robertson, to make no changes on the SIR levels of the property coverage with the caveat to allow the Counties who can benefit from a change to their SIR to make that change to their SIR levels of the property coverage to be consistent with the other counties this motion will deem those changes approved and the Executive Director will report any changes made to the May 2015 meeting, unanimously approved.

P. Future Meetings: May 21 & 22, 2015 Trindel Board Meeting will be held in Trinity County.

Executive Director, David Nelson talked about future meetings and the Board wants to have the following Board Meeting on September 30, 2015 in Sacramento to be the day before the CSAC meeting.

Motion by Richard Egan and Second by Carol McElroy, to have the following Board Meeting on September 30, 2015 in Sacramento to be the day before the CSAC meeting, unanimously approved.

Adjourn into Closed Session 12:00pm.

Q. Discussion/Action: Executive Director Contract negotiations.

Reported out to have the Executive Committee write up the Executive Directors Evaluation and the Executive Director's Contract.

Adjourn out of closed session 1:30pm.

Adjourn: Date: January 23, 2015 Time: 1:30pm

Respectfully Submitted by Executive Director, David Nelson.

DRAFT

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322