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

MINUTES
BOARD OF DIRECTORS

January 22 - 24, 2014
Sacramento, CA

Wednesday, January 22, 2014 9:07am

A. Roll Call
Voting Members & Alternates Present:
Wendy Tyler – Trinity (President)
Chester Robertson – Modoc (Vice-President) (arrived 9:24am)
Van Maddox – Sierra (Secretary)
Shelly Pourian – Trinity
Peggy Scroggins – Colusa
Richard Egan – Lassen
Carol McElroy – Alpine
Bill Van Lente – Mono
Joe Paul Gonzalez – San Benito (arrived 9:18am)
Roberta Allen – Plumas
Sarah Simis – Alpine

Members Absent:
Del Norte

Others Present:
Gail Mancarti – Strategic Planning Coordinator (arrived January 22, 2014 at 9am)
Bob Muszar – Colusa
Todd Manouse – Colusa (only present January 22, 2014)
Jill Rablin - Colusa
Patrick Bonnett - Plumas
David Nelson – Staff
Gene Herndon – Staff
Lisa Mitchell – Staff
Randy Robertson – Staff
Sarah Haynes – Staff (arrived January 22, 2014 at 9am)
Anita Wheeler – Staff
Andrew Fischer - Staff
Lacy Hayth – Staff

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 26 & 27, 2013 meeting.

2. Review the Budget, Treasurers Report, Statement of Net Assets, Statement of Revenues Expenses and changes in net assets as of September 30, 2013.

3. Approval of Register, Checks & Invoices for the first quarter, the dates of 7/01/2013 thru 9/30/2013 pursuant to Bylaws Article XIV, Section 2.

Motion by Van Maddox and Second by Peggy Scroggins, to approve the September 26 & 27, 2013 minutes with changes, the Budget Treasurers Report, Statement of Net Assets, Statement of Revenues Expenses and changes in net assets as of September 30, 2013 and the Register, Checks & Invoices for the first quarter, the dates of 7/01/2013 thru 9/30/2013 pursuant to Bylaws Article XIV, Section 2, unanimously approved.

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

D. Discussion/Direction: Staff report on activities since the September 2013 Board Meeting.

Director of Workers' Compensation, Lisa Mitchell talked about attending a CSAC/EIA Claims Review Committee Meeting, a group discussion with other CSAC/EIA Member TPA's and Claims Administrator's regarding CSAC Claims Guidelines. Lisa is currently participating in CSAC/EIA's Supervisor University WebEx once a month since August. Lisa completed the first class for Certified Professional in Disability Management through the Insurance Education Association she has two more classes to complete before she is certified. Lisa and Andrew Fischer attended a File Review in Alpine County. Lisa gave a quick overview of number of claims finalized/settled, current caseloads, new claims and number of claims closed since 7/1/2013.

Director of Loss Prevention Programs, Gene Herndon talked about the following trainings: Keeping Peace in the Workplace, Department Safety Representative, Ergonomic Assessments, Member Employee Safety Meetings, Work Place Violence Recognition and Prevention, Front Desk Security, D.O.T. Reasonable Suspicion, Global Harmonize System (HAZCOMM), Serious Incident Investigation, and Incident Root Cause.
Gene also talked about the Loss Prevention Staff developing on-line and internet loss prevention educational and awareness vehicles. A quarterly Trindel Web based video newsletter, "Trindel Talks", will feature loss prevention tips, a featured Trindel member county, a safety quiz and loss data and trends. We are continuing to develop webinars for Trindel specific topics. These webinars are will be aimed at member county Loss Prevention Specialists and Department Safety Representatives to assist them in their loss prevention efforts.

Executive Director, David Nelson talked about CSAC/EIA meetings, met with Kevin and Gina from Alliant at the Trindel Weaverville office, annual meeting with Jessica Blushy regarding premiums for Trindel Counties, met with Chandler Asset Management on the phone, James Marta is developing the cash flow statement, has been involved in several conference calls on liability cases, snow plow rodeo that Trindel participated in, AB1825 training attended, implemented PERs from last board meeting, talked to Sutter County and found out that they are having a meeting regarding Trindel next week that David will be attending, changed the George Hills contract and it seems to be smoothing out and the service has improved, talked about the office location with the possibility on finding another building, talked to Jennifer Shaw she is in the process of helping Plumas County with policies and would like to offer help to all of the Counties that would like to renew their HR policies and train on them (the following Counties are interested in Jennifer Shaw contacting them Sierra, Lassen, Alpine, Mono and San Benito)

E. Discussion/Direction: 2014-2015 premiums.

Executive Director, David Nelson presented the 2014-15 premiums this is just review not to be approved but you can make changes at this board meeting if you want and you will be able to approve the premiums at the next meeting. Discussion was held on the Workers' Compensation SIR and reserves, apportioning out claims cost in the County regarding experience and loss, Trindel pool above our banking layer, Employee Assistance Program is not being used as much. Liability Property discussion was held on confidence levels. Discussion was held on catastrophic inmate coverage and CMSP County Medical Services Provider needs a Resolution approved by the County Board. Discussion was held on landfill sharing if more than one loss happened in one year, pool a fund at Trindel for landfill/water coverage. Loss prevention subsidy keep 5% or cap it? Richard Egan would like to leave it up to the individual Counties but not to get rid of it. Van Maddox wants to take a look at it every year and see if it needs to be increased. Richard Egan motions to give David direction to suspend the increase round up to 60 and revisit each year second by Van Maddox resolution to cap at 60 and revisit every year. David will bring to the next meeting proposals of three choices between 0-5 percent. Discussion was held on the Trindel Training funds (undisbursed loss prevention account)

F. Acceptance/Rejection: of the Annual Audit for the period ending 6-30-2013.

Executive Director, David Nelson presented the Annual Audit to the board.

Motion by Peggy Scroggins and Second by Van Maddox, to accept the Annual Audit for the period ending 6-30-2013, unanimously approved.

G. Discussion/Approve: Ratify agreement with Chandler Asset Management and a custodial account with US Bank.

Executive Director, David Nelson talked about moving $10,000,000 from current investments in North Valley Bank and Mono County Treasury to Chandler Asset Management through the custodial account with US Bank.

Motion by Van Maddox and Second by Chester Robertson, to accept the Agreement with Chandler Asset Management and have a custodial account with US Bank, unanimously approved.

H. Discussion/Action: Staffing levels of claims Handling department.

Director of Workers' Compensation, Lisa Mitchell presented a job description and the need for a senior adjuster.

Motion by Bill Van Lente and Second by Peggy Scroggins, to approve the senior adjustor.

I. Acceptance/Rejection: Actuarial report dated October 2013.

Executive Director, David Nelson walked the Board through the actuarial report.

Motion by Van Maddox and Second by Richard Egan, to accept the Actuarial Report dated October 2013, unanimously approved.

J. Approve/Authorize: PERS resolution for Tax Defer Member Contribution & Resolution for Employer Paid Member Contribution.

Executive Director, David Nelson walked the Board through what PERS needs to have in the Resolution.

Motion by Peggy Scroggins and Second by Bill Van Lente, to approve the PERS resolution for Tax Defer Member Contribution & Resolution for Employer Paid Member Contribution, unanimously approved.

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

K. Discussion/Action: Increase LPS meetings to three in a year.

Director of Loss Prevention Programs, Gene Herndon talked to the board about the importance of increasing the LPS meetings.

Motion by Peggy Scroggins and Second by Carol McElroy, to increase LPS meetings to three in a year, approved with a no vote from Lassen.

L. Discussion/Action: Supervisor Development Program.

Director of Loss Prevention Programs, Gene Herndon presented the Supervisor Development Program. Discussion was held on the information that was provided.

Right before adjourning the meeting on January 24, 2014 President, Wendy Tyler announced that she chose Richard Egan and Patrick Bonnett to be on the Committee to help develop the Supervisor Development Program with Gene Herndon and Randy Robertson.

Motion by Van Maddox and Second by Chester Robertson, to go forward and send to Committee to develop that guts of the Supervisor Development Program and have something developed within the next 12 months with management. The Committee will consist of 2 volunteers from the Trindel board that are appointed by Trindel's President, Wendy Tyler., not unanimously approved with no votes from Lassen and San Benito.

M. Future Meetings:
May 8 & 9, 2014 Trindel Board Meeting will be held in Lassen County.
September 11 & 12, 2014 Trindel Board Meeting will be held in Mono County.
CSAC/EIA Meetings March 6 & 7, 2014; June 5 & 6, 2014; Oct 2 & 3, 2014
PARMA February 9-12, 2014
CAJPA September 16-19, 2014
RCRC Conference/Board Meeting September 24-26, 2014

No changes or additions

Meeting adjourned at 3:55pm

N. Discussion/Direction: Strategic Planning

The Trindel Strategic Planning Session was held on January 23, 2014 from 9:00am to 4:50pm with lunch from 12:00pm to 1:00pm and on January 24, 2014 from 9:00am to 11:45am.

Adjourn. Date: January 24, 2014 Time: 11:50am

Respectfully Submitted by, Executive Director, David Nelson