



MINUTES
EXECUTIVE MANAGEMENT TEAM
January 17th, 2018- 11:00 A.M.

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I. OPENING BUSINESS

II.

A. CALL PUBLIC SESSION TO ORDER

The meeting was called to order at 12:03 p.m. by Mr. Kelly Porterfield, President.

B. ROLL CALL:

Executive Management Team: Darren Sylvia, Kate Knutson, Kent Albertson, Andy Alvarado Eduardo Martinez, Janelle Mehling, James Bushman, Kelly Porterfield, and Martin Macias

Administration:

Alan Caeton, Brett Caeton, Larry Chow, Nick Kovacevich, Debbie Smith and Lisa Perez

Other Members in Attendance:

Charlette Kelsey, Roger Leach, Ryan Kilby and Maureen Hester

Members Absent: Lori Villanueva, and Cecelia Greenberg

Guest: Rod Webster, Jeff Fluharty, Beau Sweeney, Wells Fargo Trust

C. Discussion and Approval of Agenda. The board moved to approve the agenda as presented.

Motion: Andy Alvarado **Seconded:** Kent Albertson

Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

D. Discussion and Approval of Minutes of the September 19th, 2017 EMT Meeting. The board moved to approve the minutes of previous meeting.

Motion: James Bushman **Seconded:** Janelle Mehling

Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

III. COMMUNICATIONS FROM THE PUBLIC:

NONE

IV. DISCUSSION AND ACTION ITEMS:

A. **Discussion and Approval of Financial Report as of December 31st, 2017)** The board moved to approve the financial report as presented.

Motion: Kate Knutson **Seconded:** Andy Alvarado

B. **Discussion and Approval of Actuarial Report ending June 30th,2017)** The board moved to approve the actuarial report as presented.

Motion: Darren Sylvia **Seconded:** Kent Albertson

Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

- C. **Discussion and Approval of 2016-2017 Financial Statements and Independent Auditor's Report.** The board moved to approve the financial statements and independent auditors report as presented.

Motion: Andy Alvarado **Seconded:** James Bushman

Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

- D. **Discussion and Approval for Membership of CCSA. exception of insurance requirements.** The board moved to approve adding CCSA for Tulare at this time with the excess layer of coverage and finalizing the bylaws the next the EMT Meeting on March 14th, 2018.

Motion: Darren Sylvia **Seconded:** Kent Albertson

Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

V. INFORMATION ONLY ITEMS

- A. Update and Status of Investment Portfolio. The guests from Wells Fargo Bank discussed additional services in managing the JPA's investments along with presenting of their Fixed Income Portfolio Diagnostic that they prepared for CRMA. This portfolio analyzed funds invested at Wells Fargo and Citizens Trust. **(Presentation discussed in CRMA II).**
- B. Charlotte Kelsey discussed employees bringing their children to work. The board advised her that this practice should be discontinued while the employees are on the clock.
- C. Alan discussed the cost of the new opacity meter and repair of the current opacity meter.
- D. 10 Year Claims Review presented by Debbie Smith as of 12/31/2017. JPA totals very good for year. Claim severity down. Loss rate down.
- E. Alan discussed updates for the 2018-2019 Liability Program Insurance. The 2018/19 proposed rates were presented for all members in two scenarios. One with the partnering with CCSA for the \$250,000 to \$500,000 SIR, and one without.

VI. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- A. **ACTION ITEM:**
None

VII. CLOSED SESSION

- A. **LIABILITY CLAIMS:**
i. RMA-001542
ii. RMA-001266
iii. RMA-001560

VIII. RECONVENE IN OPEN SESSION

- A. **DISCUSSION** Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 12:58 p.m.

B. Report Action Taken in Closed Session

- i. **RMA-001542-** The board moved to approve the settlement authority as presented:
Motion: James Bushman **Seconded:** Kent Albertson
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)
- ii. **RMA-001266-** The board moved to approve the settlement authority as presented
Motion: James Bushman **Seconded:** Andy Alvarado
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)
- iii. **RMA-001560-** No Action Taken

IX. ADVANCED PLANNING

- A.** The Next EMT Meeting is scheduled for March 14th, 2018 @ 11:00 a.m. Fort Washington C.C.

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- X. ADJOURNMENT** - The meeting was adjourned at 1:10 p.m. The board moved to adjourn the meeting.

Motion: James Bushman **Seconded:** Kent Albertson
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)