



MINUTES
EXECUTIVE MANAGEMENT TEAM
May 11th, 2017 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 11:36 am by Mr. Kelly Porterfield, President.

B. ROLL CALL:

Executive Management Team:

Darren Sylvia, Kate Knutson, Kent Albertson, Eduardo Martinez, James Bushman, Kelly Porterfield and Dena Boortz

Administration:

Alan Caeton, Brett Caeton, Larry Chow, Nick Kovacevich, Debbie Smith and Carmen Urena

Other Members in Attendance:

Charlotte Kelsey, Kevin Edwards and Roger Lynch

Members Absent:

Janelle Mehling, LeAnn Nowlin, Jim Allen, and Andy Alvarado

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

Motion: James Bushman **Seconded:** Kent Albertson

Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

D. Discussion and Approval of Minutes of the March 22nd, 2017 EMT Meeting. The board moved to approve the minutes of previous meeting.

Motion: James Bushman **Seconded:** Kent Albertson

Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

III. COMMUNICATIONS FROM THE PUBLIC:

NONE

IV. DISCUSSION AND ACTION ITEMS:

A. **Discussion and Approval of Financial Report as of April 30th, 2017)** The board moved to approve the financial report as presented.

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

Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

B. **Discussion and Approval of Renewal of Administrative Services Contract.**

The board moved to approve the Renewal of the Administrative Services Contract as presented.

Motion: Darren Sylvia **Seconded:** James Bushman

Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

- C. **Discussion and Approval of 2017-2018 Proposed Budget & Contributions.**
The board moved to approve the 2017-2018 Proposed Budget & Contributions as presented.
Motion: Kent Albertson **Seconded:** Darren Sylvia
Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

- D. **Discussion and Selection of Roundtable Presentations for 2017-2018.** The board moved to table for the next EMT Meeting on September 13th, 2017.
Motion: Kent Albertson **Seconded:** Darren Sylvia

V. INFORMATION ONLY ITEMS

- A. 10 Year Claims Review presented by Alan Caeton as of 02/28/17. JPA totals very good for year. Claim severity down. Loss rate down, rate is 8.93 (lowest historical rate).

VI. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- A. **ACTION ITEM:**
None

VII. CLOSED SESSION

- A. **LIABILITY CLAIMS:**
 - i. RMA-001491
 - ii. RMA-001412

VIII. RECONVENE IN OPEN SESSION

- A. **DISCUSSION** Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 12:10 p.m.

- B. Report Action Taken in Closed Session

- i. **RMA-001491-** Discussed final property damages authority approved. The board moved to approve the settlement authority as presented
Motion: James Bushman **Seconded:** Kent Albertson
Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)

 - ii. **RMA-001235** – Discussed claim status. Information item only. Decision anticipated to be made in 6 to 8 weeks.

 - iii. Discussed Incident only claims report.

 - v. Discussed subrogation recovery report. Numbers discussed by JPA and District.

IX. ADVANCED PLANNING

A. Schedule dates for next 2017-2018 EMT Meetings:

1st Quarter- September 13th, 2017

2nd Quarter- January 17, 2017

3rd Quarter- March 14th, 2018

4th Quarter- May 9th, 2018

Board of Director's Meeting -June 13th, 2018

B. Reminder that the Board of Director's Meeting is scheduled -June 13th, 2017

C. The Next EMT Meeting is scheduled for September 13th, 2017 @ Fort Washington C.C.

X. ADJOURNMENT - The meeting was adjourned at 12:11 p.m. The board moved to adjourn the meeting.

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

Vote: (Ayes 7, Noes 0, Absent 4, Abstain 0)