



## CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

### EXECUTIVE COMMITTEE MEETING

Friday October 6<sup>th</sup>, 2017 10:00 A.M.

CJPRMA Office  
3201 Doolan Road, Suite 285  
Livermore, CA 94451  
(925) 837-0667

### MINUTES

#### **I. CALL TO ORDER:** President Hamilton call the meeting to order at 10:00 AM.

- A motion was made by Director Magdich and seconded by Director Carroll to amend the agenda to be telephonic to allow all Executive Committee members to participate in the meeting. Directors Hamilton, Frediani, Rawe and Garrett approved the motion. Director Greer was absent for voting. Motion passes.

#### **II. ROLL CALL**

##### **PRESENT**

- |  |                                      |
|--|--------------------------------------|
| 1) Janet Hamilton, <i>Livermore</i>        | 5) David Rawe, <i>Roseville</i>      |
| 2) Janice Magdich, <i>Lodi</i>             | 6) Roger Carroll, <i>SCORE</i>       |
| 3) Lynette Frediani, <i>Redding</i>        | 7) Celeste Garrett, <i>Vacaville</i> |
| 4) Kim Greer, <i>Richmond (Telephonic)</i> |                                      |

##### **OTHERS PRESENT**

- |                                       |                                |
|---------------------------------------|--------------------------------|
| 8) Byrne Conley, <i>Board Counsel</i> | 10) Marcia Hart, <i>CJPRMA</i> |
| 9) David Clovis, <i>CJPRMA</i>        |                                |

#### **III. PRESENTATIONS**

- None

#### **IV. APPROVAL OF MINUTES**

- A motion made by Director Garrett and seconded by Director Rawe to approve the minutes of the June 22, 2017 Executive Committee meeting. Directors Hamilton, Magdich, Frediani and Carroll approved the motion, Director Greer was not present at this time. Motion passes.

## **V. COMMUNICATIONS**

1. Executive Committee Members
2. General Manager/Secretary
3. Next Scheduled Meetings: Board of Directors (11/16/17) CJPRMA  
Executive Committee (01/18/2018) Loomis, CA

## **VI. CONSENT CALENDAR**

- None

## **VII. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE EXECUTIVE COMMITTEE ON MATTERS OF EXECUTIVE COMMITTEE BUSINESS**

## **VIII. ACTION (A) AND INFORMATION (I) CALENDAR**

1. Business Calendar for 2017 and 2018 **(I)**

The Business calendar was reviewed for 2017 and 2018 and locations were decided for Executive Committee meetings.

2. Review of the Succession Plan for the Replacement of the Retiring General Manager **(I)**

The general manager and the Executive Committee discussed the complexity of the recruitment process of an assistant general manager and the replacement of the claims administrator now that Craig Schweikhard resigned his position. David Clovis stated that Rick Buys, Retired Annuitant has accepted an interim position to cover the transition. The general manager and the Executive Committee clarified that the goal is to recruit for two positions; assistant general manager and a claims administrator. The positions together would help lead the risk management program and balance the claims side. The general manager will consult with the Executive Committee as the recruitment process develops.

- No action was required on this item.

3. Status Update on General Manager's Goals and Objectives 2016-2019 **(I)**

The Executive Committee was provided a copy of the General Manager's Goals & Objectives and the Strategic Plan 2017-2019 for review. President Hamilton stated that David Clovis has served 14 years and has grown the CJPRMA business. The general manager reviewed each strategic goal, the priority action initiatives, the acting party to achieve the goal and the timeline of when the goal will be accomplished. The Executive Committee was updated on all of the current items that are in-progress.

- No action was required on this item

4. Risk Management Issues *(I)*

This is a standing agenda item. There were no items for discussion.

- No action was required on this item.

**IX. CLOSED SESSION**

1. **Government Code Section 54956.9 (a)**

Conference with Legal Counsel – Litigation

**Name of Case:** Robinson, William & Kathryn v. City of Redding

**Court:** United States District Court, Eastern District of California

Case No.: 2:14-CV-02910-KJM-KJN

2. **Government Code Section 54956.9 (a)**

Conference with Legal Counsel – Litigation

**Name of Case:** WGS Partnership – TDIC v. City of Oroville (NCCSIF)

**Court:** Superior Court of the State of California, County of Butte

Case No.: 153408

3. **Government Code Section 54956.9(a)**

Conference with Legal Counsel – Litigation

**Name of Case:** Vexler, Talya v. City of Fremont

**Court:** Superior Court of the State of California, County of Alameda

Case No.: HG13692644

4. **Government Code Section 54957**

Public Employee Performance Evaluation

**Title:** General Manager

5. **Government Code Section 54957.6**

Conference with Labor Negotiator

Agency Designated Representative: Janet Hamilton, President

Unrepresented Employee: David Clovis, General Manager

**X. ACTION ON CLOSED SESSION ITEMS**

- The Executive Committee conferred with staff regarding litigated claims and provided direction.

**XI. ADJOURNMENT**

- The Executive Committee adjourned the meeting at approximately 1:10 PM on Friday October 6, 2017.

*Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact CJPRMA at (925) 837-0667 24 hours in advance of the meeting.*