



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

SPECIAL TELEPHONIC BOARD OF DIRECTORS MEETING

Monday December 10, 2018 – 1:30 p.m.

**CJPRMA Office
3201 Doolan Road, Suite 285
Livermore, CA 94551
(925) 837-0667**

**Dial In #: 866 - 866 - 2244
Participant Code: 1414792**

1. *City of Alameda, 2263 Santa Clara Avenue, Room 280, Alameda, CA 94501*
2. *City of Chico, 411 Main Street., Chico, CA 95927*
3. *City of Fairfield, 1000 Webster Street, Fairfield, CA 94533*
4. *City of Fremont, 3300 Capitol Avenue, Fremont, CA 94538*
5. *City of Livermore, 1052 S. Livermore Avenue, Livermore, CA 94550*
6. *LFPD, City of Pleasanton, 123 Main Street, Pleasanton, CA 94566*
7. *City of Lodi, 221 West Pine Street, Lodi, CA 95240*
8. *NCCSIF, City of Oroville, 1735 Montgomery Street, Oroville, CA 95965*
9. *City of Petaluma, 11 English Street, Petaluma, CA 94952*
10. *City of Redding, 777 Cypress Avenue, Redding, CA 96001*
11. *REMIF, City of Sonoma, 414 West Napa Street, Sonoma, CA 95476*
12. *City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804*
13. *City of Roseville, 311 Vernon Street, Roseville, CA 95678*
14. *City of San Leandro, 835 East 14th Street, San Leandro, CA 94577*
15. *City of San Rafael, 1400 Fifth Avenue, San Rafael, CA 94915*
16. *City of Santa Rosa, 100 Santa Rosa Avenue, Room 9, Santa Rosa, CA 95404*
17. *SCORE, Town of Loomis, 3665 Taylor Road, Loomis, CA 95650*
18. *City of Stockton, 400 E. Main Street, 3rd floor, Stockton, CA 95202*
19. *City of Sunnyvale, 456 West Olive Avenue, City Attorney's Office, Sunnyvale, CA 94086*
20. *City of Vacaville, 650 Merchant Street, Vacaville, CA 95688*
21. *YCPARMIA, City of Woodland, 77 W. Lincoln Avenue, Woodland, CA 95695*
22. *Gibbons & Conley, 3480 Buskirk Avenue, Suite 200, Pleasant Hill, CA 94523*

MINUTES - draft

I. CALL TO ORDER

- President Greer called the meeting to order at 1:33 p.m. on December 10, 2018.

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.

II. ROLL CALL

PRESENT

- | | |
|-------------------------------------|--|
| 1) Lucretia Akil, <i>Alameda</i> | 11) Kim Greer, <i>Richmond</i> |
| 2) Jamie cannon, <i>Chico</i> | 12) David Rawe, <i>Roseville</i> |
| 3) Chris Carmona, <i>Fairfield</i> | 13) Liz Ehrenstrom, <i>NCCSIF</i> |
| 4) Craig Conwright, <i>Fremont</i> | 14) Sylvia Gonzales-Shelton, <i>San Rafael</i> |
| 5) Janet Hamilton, <i>Livermore</i> | 15) Dominique Kurihara, <i>Santa Rosa</i> |
| 6) Beverly Jensen, <i>Lodi</i> | 16) Roger Carroll, <i>SCORE</i> |
| 7) Dan Sodergren, <i>LPPFD</i> | 17) Gail Kiyomura, <i>Stockton</i> |
| 8) Lynette Frediani, <i>Redding</i> | 18) Scott Mann, <i>Sunnyvale</i> |
| 9) Amy Northam, <i>REMIF</i> | 19) GeorgeAnne Meggers-Smith, <i>Vacaville</i> |

NOT PRESENT

- | | | |
|--------------|-----------------|--------------|
| 19) Petaluma | 20) San Leandro | 21) YCPARMIA |
|--------------|-----------------|--------------|

OTHERS PRESENT

- | | |
|------------------------------------|--|
| 22) Andria Borba, <i>Vacaville</i> | 27) Saima Kumar, <i>CJPRMA</i> |
| 23) Julie Harryman, <i>LPPFD</i> | 28) Marcia Hart, <i>CJPRMA</i> |
| 24) Tony Giles, <i>CJPRMA</i> | 29) Susanna Banuelos, <i>CJPRMA</i> |
| 25) Lola Deem, <i>CJPRMA</i> | 30) A. Byrne Conley, <i>Gibbons & Conley</i> |
| 26) Marinda Griese, <i>CJPRMA</i> | 31) Amy Meyer, <i>Maze Associates</i> |

III. CLOSED SESSION

1. Government Code Section 54956.95 (a)

Conference with Legal Counsel – Litigation

Name of Case: Hughey, Kevin and Jessica vs. City of West Sacramento (YCPARMIA)

Court: United States District Court, Eastern District of California, Sacramento Division

Case No.: 2:14-cv-00037-TLN-AC

2. Government Code Section 54956.95 (a)

Conference with Legal Counsel – Litigation

Name of Case: Hughey, Kevin and Jessica vs. Dan Drummond (YCPARMIA)

Court: United States District Court, Eastern District of California, Sacramento Division

Case No.: 2:13-cv-02665-TLC-AC

IV. ACTION ON CLOSED SESSION ITEMS

- The Board of Directors conferred with staff regarding litigated claims and provided direction.

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V. PRESENTATIONS

- None

VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS. STATE LAW PROHIBITS ACTION BY THE BOARD ON NON-AGENDA ITEMS.

VII. COMMUNICATIONS

- A. Board Members
- B. General Manager/Secretary
- C. Next Scheduled Meetings: Executive Committee (01/17/2019) CJPRMA Office
Board of Directors (03/21/2019) CJPRMA Office

VIII. APPROVAL OF MINUTES

- None

IX. CONSENT CALENDAR

- None

X. ACTION (A) AND INFORMATION (I) CALENDAR

1. Approval of Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2018. **(A)**

The Comprehensive Annual Financial Report (CAFR) for the Year Ended June 30, 2018 was presented to the Board of Directors. The report was prepared by Lola Deem, Finance Officer and will be submitted to the Government Finance Officers Association (GFOA) for review of the Certificate of Achievement for Excellence in Financial Reporting award. The report was audited by Ms. Amy Meyer, of Maze & Associates. Maze & Associates has issued an unqualified opinion. Amy was present at the meeting to give an overview of the report and answer any questions from Directors.

The following summary of the financial highlights and changes from the previous year, for fiscal year that ended June 30, 2018:

- Assets - decreased \$14.1 million (17.8%) – this decrease was a result of a \$16.5 million decrease in investments for the payment of claims.
- Liabilities – increased \$100 thousand (0.2%) – liabilities remained at \$43 million.
- Revenues – increased \$2.2 million (16.3%) – due to an increase in member contributions in the liability program of \$1.7 million and property contributions of \$560 thousand.
- Operating expenses – increased \$17.6 million (150.1%)

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- Claim loss provision expense increased \$17 million (373%) – includes claims paid and the change in claims payable (case reserves and IBNR).
- General administrative services decreased \$204 thousand (10.3%) – due to a pension expense decline of \$71 thousand and OPEB expense decline of \$431 thousand. This was offset by the appraisal fees expense of \$259 thousand.
- Investment income showed a loss of \$418 thousand (37.4%) - due to a decrease in market value of some investments.
- Rent and Other Income increased \$6,789 (2.6%) - reflecting minimal change in common area maintenance income.
- Refunds to members decreased to zero from the previous year.

Overall the Authority's net position declined \$12.4 million (753.5%). This decrease was somewhat expected as we continued to apply the investment income earned to reduce the premiums paid by members as well as absorb the increase and severity of claims payments. In the prior ten years, the Authority's excess equity position was used to mitigate the financial impact of the recession by stabilizing premiums. The effort going forward will be to promote equity growth. With this goal in mind, the Board elected not to redistribute equity in FY 2017/18 and 2018/19.

- A motion was made by Director Mann and seconded by Director Frediani to approve the Annual Financial Audit and the Comprehensive Annual Financial Report (CAFR). A roll call vote was taken Directors Akil, Cannon, Carmona, Cartwright, Hamilton, Jensen, Sodergren, Ehrenstrom, Northam, Greer, Rawe, Gonzalez-Shelton, Kurihara, Carroll, Kiyomura, and Meggers-Smith voted yes to approve the motion. San Leandro, Petaluma and YCPARMIA were not present. Motion passed.

XI. ADJOURNMENT

- The meeting adjourned the meeting at 2:26 p.m.