



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

EXECUTIVE COMMITTEE MEETING Monday October 15, 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 Chico, 411 Main Street, Chico, CA 95927*
2. *City of Livermore, 1052 S. Livermore Avenue, Livermore, CA 94550*
3. *City of Lodi, 221 West Pine Street, Lodi, CA 95240*
4. *City of Redding, 777 Cypress Avenue, Redding, CA 96001*
5. *City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804*
6. *City of Roseville, 311 Vernon Street, Roseville, CA 95678*
7. *SCORE, Town of Loomis, 3665 Taylor Road, Loomis, CA 95650*
8. *City of Stockton, 400 E. Main Street, Stockton, CA 95202*
9. *Gibbons & Conley, 3480 Buskirk Avenue, Suite 200, Pleasant Hill, CA 94523*

AGENDA

I. CALL TO ORDER: 1:30 P.M.

II. ROLL CALL

III. CLOSED SESSION

1. Government Code Section 54956.9 (a)

Conference with Legal Counsel – Litigation

Name of Case: Martina Klepetkova Guerrero vs. City of Roseville

Court: State of California Superior Court, County of Placer

Case No.: SCV0038112

2. Government Code Section 54956.9 (a)

Conference with Legal Counsel – Litigation

Name of Case: Mindy Losee vs. City of Chico

Court: United States Court of Appeals for the Eastern District of California

Case No.: 2:14-cv-02199-KJM-CMK

IV. ACTION ON CLOSED SESSION ITEMS

V. PRESENTATIONS

- None

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.

VI. COMMUNICATIONS

1. Executive Committee Members
2. General Manager/Secretary
3. Next Scheduled Meetings: Board of Directors (11/15/18) CJPRMA
Executive Committee (01/17/19) CJPRMA

VII. APPROVAL OF MINUTES

- Minutes of the Executive Committee meeting held April 19, 2018 and the Special Telephonic Executive Committee meeting held on May 9, 2018. (Pages 3 - 10)

VIII. CONSENT CALENDAR

- None

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

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

1. Business Calendar for 2018 & 2019 (I) (Pages 11 - 15)
2. Review of 2017-2019 Strategic Plan (I) (Pages 16 - 32)
3. Risk Management Issues (I) (Page 33)

XI. CLOSED SESSION

3. Government Code Section 54954.3 (a)

Public Employee Appointment

Title: General Manager

4. Government Code Section 54957

Public Employee Performance Evaluation

Title: Assistant General Manager

5. Government Code Section 54957.6

Conference with Labor Negotiators

Agency designated representatives:

President Kim Greer and Vice President David Rawe

Unrepresented Employee: General Manager

The Executive Committee will review its position and instruct the designated representatives.

XII. ACTION ON CLOSED SESSION ITEMS

XIII. ADJOURNMENT

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.



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

EXECUTIVE COMMITTEE MEETING

Thursday April 19, 2018 9:30 A.M.

**Carnegie Forum
305 West Pine Street
Lodi, CA 95240
Large Conference Room
(209) 333-6701**

MINUTES

I. CALL TO ORDER: President Hamilton called the meeting to order at 10:06 A.M.

II. ROLL CALL

- | | |
|-------------------------------------|---------------------------------|
| 1) Janet Hamilton, <i>Livermore</i> | 4) David Rawe, <i>Roseville</i> |
| 2) Janice Magdich, <i>Lodi</i> | 5) Roger Carroll, <i>SCORE</i> |
| 3) Lynette Frediani, <i>Redding</i> | 6) Jamie Cannon, <i>Chico</i> |

OTHERS PRESENT

- | | |
|--------------------------------|---|
| 7) David Clovis, <i>CJPRMA</i> | 9) Marcia Hart, <i>CJPRMA</i> |
| 8) Rick Buys, <i>CJPRMA</i> | 10) Bruce Kilday, <i>Angelo, Kilday, & Kilduff, LLP</i> |

NOT PRESENT

Kim Greer, *Richmond*

Byrne Conley, *Board Counsel*

III. CLOSED SESSION

1. Government Code Section 54954.3 (a)

Public Employee Appointment

Title: Assistant General Manager

IV. ACTION ON CLOSED SESSION ITEMS

- The Executive Committee conferred with staff regarding public employee appointment and provided direction.

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.

V. PRESENTATIONS

- None

VI. COMMUNICATIONS

1. Executive Committee Members
2. General Manager/Secretary
3. Next Scheduled Meetings: Board of Directors (5/30- 6/1/18) Squaw Creek, CA
Executive Committee (6/21/18) Redding, CA

VII. APPROVAL OF MINUTES

- A motion was made by Director Carrol and seconded by Director Rawe to approve the minutes of the Executive Committee meeting held January 18, 2018 and two Special Telephonic Executive Committee meetings held on February 7, 2018 and March 2, 2018. Directors Cannon, Frediani, Hamilton, and Magdich approved the motion. Richmond was not present. Motion passes.

- **CONSENT CALENDAR**

- None

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

- **ACTION (A) AND INFORMATION (I) CALENDAR**

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

The 2018 Business calendar was reviewed as an information only item.

- No action was required on this item.

2. Update on the Recruitment Process for the Assistant General Manager and Claims Administrator **(I)**

The general manager informed the Executive Committee on the status of the recruitment for the Assistant General Manager (AGM) and Claims Administrator (CA). AGM interviews were held on March 27, and interviews for CA will be conducted on April 30, 2018.

- No action was required on this item.

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.

3. Property Renewal Strategy Plan for Program Year 2018-2019 (I)

The general manager provided an update of the Property Program Renewal for PY 2018-2019. The general manager explained that he has discussed the quotations that have been received with Robert Lowe, Alliant Insurance Services in preparation for the annual meeting in May. The renewal strategy will include the timing of delivery of data to the underwriters and a set of expectations for receiving quotations. The goal is to have a complete renewal plan for approval for the May Board of Directors meeting.

- No action was required on this item.

4. Approval of Contract for Claim Auditor Services – Fiscal Years 2019 & 2020 (A)

The general manager recommended that the Executive Committee approve the proposed contract for services for Risky Business Pros to perform the 2019 and 2020 Claims Audits for CJPRMA. Mr. Buys will continue performing the excess audits, but will be unable to perform the primary audits. The 2019 quote of \$39,393 is at the same contracted amount of 2018. The 2020 quote includes a 3.5% inflationary increase.

The proposed costs for the auditor are as follows:

Audit Year	Excess Audit	Primary Audit
2019	\$29,180 (150 files)	\$10,213 (147 files)
2020	\$30,201 (150 files)	\$10,570 (147 files)

* The pricing for the primary audit will be adjusted based upon the number of members requiring primary audits for that program year.

The quote includes transportation, lodging and the preparation of the reports. Mr. Buys will provide the documents to CJPRMA, which will produce all final reports for the members. In the event that staff determines that it is not necessary to audit 150 files, the overall cost will be reduced proportionately.

- A motion was made by Director Carroll and seconded by Director Rawe to approve the quote submitted by Risky Business Pros and authorize the general manager to execute a two-year agreement for service. Directors Magdich, Hamilton, Cannon and Frediani approved the motion. Richmond was not present. Motion passes.

5. Approval of Contract Extension for Aon Risk Services (A)

The general manager gave a brief overview of CJPRMA's relationship with Aon Risk Services since 2010. The current contract is scheduled to expire on October

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.

31, 2018. The current Aon Risk Services agreement states the annual fee for program year November 1, 2017 to October 31, 2018 was \$352,230. The total fee was reduced by \$67,728 (property piece) and an additional \$67,728 a one-year credit from the removal of property placement.

Aon proposed that we modify the existing agreement and move the dates of service to reflect the CJPRMA fiscal year and program year. We also noted that the current brokerage services paid to Aon is through 10/31/2018.

The proposed rates are as follows:

- November 1, 2018 to June 30, 2019 \$180,597
- July 1, 2019 to June 30, 2020 \$270,896
- July 1, 2020 to June 30, 2021 \$270,896
- July 1, 2021 to June 30, 2022 \$270,896
- July 1, 2022 to June 30, 2023 \$270,896

The new proposed fee structure would include placements for the Office Package, Office DIC, Auto Physical Damage, XS Liability, 2nd XS Liability, and the Office Crime. Aon proposed that any new programs added to the placement structure would be compensated on a commission basis as agreed to in advance by Aon and CJPRMA. This would include XS Workers' Compensation, Group Crime, etc.

While evaluating the proposed rates to the current rates, the estimated savings in year 1 would be \$20,742, and year 2 savings would be \$27,930. If we agreed to the total five-year extension, additional savings in year 3, 4, and 5 would be a total of \$128,712. The total estimated savings over the next 5 years would equal \$177,384.

There will be benefits to both parties for approving the recommended changes in the contract structure. First, the savings off the existing contract and the removal of any increases in subsequent years. The ability for both parties to lock in the relationship for 5 years which creates stability for both sides. The ability for CJPRMA to contractually have provisions to add services and subsequent placements on an a la carte offering with compensation discussions to be agreed upon by both parties. The existing contract will allow for placements in 2018, 2019 and 2020.

- A motion was made by Director Cannon and seconded by Director Magdich for adopting the recommendations and approve the terms and agreements for a three year contract extension and two one-year renewal options effective July 1, 2018. Directors Rawe, Carroll, Hamilton and Frediani approved the motion. Richmond was not present. Motion passes.

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.

6. Approval of the Livermore Pleasanton Fire Department Joint Powers Authority New Member Application and to Recommend the Board of Directors Approve the Application at the May Board meeting **(A)**

The general manager provided the Executive Committee with copies of Livermore Pleasanton Fire Department JPA application, basic information, loss history, policies and the 2018-19 program year contributions that included LPFD, then discussed the positive impact their participation will be to CJPRMA.

The Livermore Pleasanton Fire Department (LPFD) Joint Powers Authority was created by the City of Livermore and City of Pleasanton and has been in operation since 1996. The initial JPA agreement complicated the ability for the agency to acquire liability coverage from one source. The current agreement has rectified those issues and the JPA now has the ability to obtain liability coverage on behalf of LPFD. CJPRMA has been providing liability coverage to LPFD operations on behalf of the City of Livermore since July 1, 2013. The City of Livermore, City of Pleasanton and LPFD requested quotations from CJPRMA and BCJPIA (risk sharing pool for Pleasanton) for the 2018-2019 program year. CJPRMA is fortunate to have been selected as the partner for liability coverage for LPFD JPA effective July 1, 2018.

LPFD JPA provides fire protection and paramedic services to the City of Livermore and City of Pleasanton as their service area. They operate with approximately 122 employees, which are employees of the City of Pleasanton. FY 2016-2017 payroll was approximately \$19.9 million. LPFD services the two cities out of ten fire stations. LPFD is a full service fire operation and does not provide patient transportation services. CJPRMA will be responsible for coverage of any employment practices claim arising out of action involving the 122 employees that are contracted to LPFD. CJPRMA will work with the City of Pleasanton regarding the reporting of and handling of all EPL cases that may arise out of LPFD operations.

LPFD JPA submitted a membership application and provided loss data for their organization. A thorough review by staff determined that the loss history was significantly less than other CJPRMA members and that based upon their loss history they meet the approved underwriting criteria for membership. For the program year 2018-2019, LPFD has not requested participation in the CJPRMA Property program or APD program. CJPRMA will continue to provide Property and APD coverage to the City of Livermore and their assets that are utilized by LPFD operations.

The anticipated contributions for LPFD JPA for program year 2018-2019 will be approximately \$148,744. The contribution will have a slight impact on other members of the program by reducing overall contributions from other members in the amount of \$97,468.

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.

Formal approval by the CJPRMA Board of Directors will be required at the May meeting.

- A motion was made by Director Carroll, and seconded by Director Frediani to approve the membership application from LPFD JPA effective July 1, 2018 and recommend the Board of Directors formal approval to LPFD JPA as participating members at the May meeting. Directors Rawe, Cannon, Hamilton, and Magdich approved the motion. Richmond was not present. Motion passes.

7. Approval of Underwriting Policy by Executive Committee with a Recommendation for Approval to the Board of Directors (A)

The Executive Committee was presented with a copy of the proposed Underwriting Policy. The general manager stated that CJPRMA recently completed their CAJPA Accreditation review and in order to receive accreditation with excellence an adopted underwriting policy is required by CAJPA.

Staff reviewed a number of the current CJPRMA documents regarding an underwriting policy and determined that a majority of the processes are already adopted. Staff evaluated the requirements of an underwriting policy and developed the proposed policy. The majority of the current requirements for an underwriting policy can be found in the JPA agreement, By-laws and other board policies. The document is intended to meet and/or exceed the requirements of the CAJPA Accreditation Committee.

- A motion was made by Director Cannon and seconded by Director Magdich to approve the Underwriting Policy and recommend approval to the Board of Directors. Directors Rawe, Carroll, Hamilton and Frediani approved the motion. Richmond was not present. Motion passes.

8. Risk Management Issues (I)

- There were no risk management issues requested to be discussed. No action was required on this item.

XI. ADJOURNMENT

- A motion was made by Director Rawe and seconded by Director Magdich to adjourn the meeting at 10:58am. The motion was approved by Director Cannon, Carroll, Frediani and Hamilton. Richmond was not present. Motion passes.

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.



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

SPECIAL TELEPHONIC MEETING OF THE EXECUTIVE COMMITTEE

Wednesday May 9, 2018 10:00 A.M.

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

**Dial In # 866-866-2244
Participant Code: 1098199**

1. *City of Livermore, 1052 S. Livermore Avenue, Livermore, CA 94551*
2. *City of Lodi, 221 West Pine Street, Lodi, CA 95240*
3. *City of Redding, 777 Cypress Avenue, Redding, CA 96001*
4. *City of Richmond, 450 Civic Center Plaza, Richmond, CA 94804*
5. *City of Roseville, 311 Vernon Street, Roseville, CA 95678*
6. *SCORE, Town of Loomis, 3665 Taylor Road, Loomis, CA 95650*
7. *City of Chico, 411 Main Street, Chico, CA 95927*
8. *Gibbons & Conley, 3480 Buskirk Avenue, Suite 200, Pleasant Hill, CA 94523*

MINUTES

I. CALL TO ORDER: President Hamilton called the meeting to order at 10:03 A.M.

II. ROLL CALL

PRESENT

- | | |
|-------------------------------------|-------------------------------------|
| 1) Janet Hamilton, <i>Livermore</i> | 4) Jamie Cannon, <i>Chico</i> |
| 2) Kim Greer, <i>Richmond</i> | 5) Lynette Frediani, <i>Redding</i> |
| 3) Janice Magdich, <i>Lodi</i> | |

NOT PRESENT

- | | |
|--------------|------------------|
| 6) Roseville | 8) Board Counsel |
| 7) SCORE | |

OTHERS PRESENT

- | | |
|--------------------------------|--------------------------------|
| 9) David Clovis, <i>CJPRMA</i> | 11) Marcia Hart, <i>CJPRMA</i> |
| 10) Rick Buys, <i>CJPRMA</i> | |

III. PRESENTATIONS

- None

IV. APPROVAL OF MINUTES

- None

V. COMMUNICATIONS

1. Executive Committee Members
2. General Manager/Secretary
3. Next Scheduled Meetings: Board of Directors (05/30 – 06/01/18) Olympic Valley, CA
Executive Committee (06/21/2018) Redding, 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

- None

IX. CLOSED SESSION

1. Government Code Section 54956.9 (a)

Conference with Legal Counsel – Litigation

Name of Case: Munshower, Judy v. City of Lodi

Court: U.S. District Court, Eastern District of California

Case No.: 2:62-cv-02386-JAM-DB

X. ACTION ON CLOSED SESSION ITEMS


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

XI. ADJOURNMENT

- A motion was made by Director Magdich and seconded by Director Frediani to adjourn the meeting at 10:25 A.M. Directors Cannon, Greer, and Hamilton approved the motion. Roseville and SCORE were absent. Motion passed.

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

ITEM: 1	TITLE: BUSINESS CALENDAR FOR 2018 & 2019
MEETING: 10/15/2018	
GENERAL MANAGER: 	

Recommended Actions:

None: This item is being provided for information only.

Strategic Direction:

Strategic Goal 3, Foster Informed and Engaged Board Leadership.

Item Explanation:

The CJPRMA Business Calendar will be provided as a standing agenda item for Executive Committee meetings and Board of Director meetings. This calendar provides Board Members and staff with a listing of key business items and the required dates for completion.

Fiscal Impact:

None

Exhibits:

1. CJPRMA 2018 Business Calendar
2. CJPRMA 2019 Business Calendar



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

2018 BUSINESS CALENDAR

January

- Distribution of Executive Committee Agenda – 01/11/2018
- Executive Committee Meeting – 01/18/2018 Loomis, CA
- Member Quarterly Payroll Reports – 01/31/2018
- Distribution of Summary of Property Values
- Distribution of Summary of APD Values
- Distribution of Summary of Boiler & Machinery Values
- Ventiv Training for Primary Users - 01/23/2018 CJPRMA
- Distribution of Property and Loss Data – 01/31/2018

February

- Fire EPL Training (02/01/2018) CJPRMA
- FPPC Form 700 Filing Requests Sent Out
- PARMA Conference (02/14/2018 - 02/16/2018 Monterey, CA)
- Redistribution of Equity Checks
- Return APD, Property and Boiler & Machinery Renewals Lists to Staff

March

- Deadline for Members to submit Agenda items for March Meeting – 03/05/2018
- Distribution of Board of Directors Meeting Agenda – 03/08/2018
- Board of Directors Meeting – 03/15/2018
- Law Enforcement Legal Update Training Conference – 03/20/2018 Santa Rosa, CA
- Annual Meeting Room Requests
- Distribution of Quarterly Member Loss Data
- Bi-annual Review of Conflict of Interest Code

April

- FPPC Form 700 Filing Deadline – 04/01/2018
- Fire EPL Training (04/04/2018 Santa Rosa, CA and 04/05/2018 Rocklin, CA)
- Distribution of Executive Committee Meeting Agenda – 04/13/2018
- Executive Committee Meeting – 04/19/2018 Lodi, CA
- Distribution of Certificate of Coverage Renewals Lists
- Member Quarterly Payroll Reports – 04/27/2018

May

- Deadline for Members to submit Agenda items for Annual Meeting – 05/17/2018
- Distribution of Board of Directors Annual Meeting Agenda– 05/23/2018
- Board of Directors Annual Meeting (05/30/2018 - 06/01/2018) Squaw Valley Resort
 - Commercial Insurance Renewals
 - Proposed Budget for 2018-2019
 - AB 1234 Ethics Training (even numbered years)
- Return Certificate of Coverage Renewals Lists to Staff

June

- Distribution of Executive Committee Meeting Agenda – 06/14/2018
- Executive Committee Meeting – 06/21/2018 Redding, CA
- Distribute nomination for President and Vice President (Bi-annually even numbered years)
- Certificates of Coverage Renewals mailed to certificate holders (6/29/2018)
- Risk Management Plan Revisions
- Distribution of Quarterly Member Loss Data

July

- CJPRMA University Training - 07/18/2018
- ARM 54 Training – 07/24/2018 - 7/26/2018
- General Liability Premiums Billed
- Auto Physical Damage Program Premiums Billed
- Property Program Premiums Billed
- Boiler & Machinery Premiums Billed
- Member Quarterly Payroll Reports - 07/31/2018

August

- Deadline for Members to submit Agenda items for August Meeting – 08/06/2018
- Distribution of Board of Directors Meeting Agenda – 08/09/2018
- Board of Directors Meeting – 08/16/2018
 - Claims Audit Presentation
 - Approval of Annual Meeting and Holiday Calendars
- Bi-annual election of President and Vice President (even numbered years)
- Election of Executive Committee Members
- Bi-annual Appointment of Treasurer (even numbered years)
- Financial Audit in process
- Annual Review of Investment Policy
- Actuarial Study in process
- Requests for Program Year 2017-2018 reimbursement of liability training expenses due – 08/31/2018

September

- Distribution of Executive Committee Agenda – 09/13/2018
- Executive Committee Meeting – 09/20/2018 CJPRMA
- CAJPA Conference (09/11/2018 - 09/14/2018 South Lake Tahoe, CA)
- Distribution of Quarterly Member Loss Data

October

- Member Quarterly Payroll Reports – 10/31/2018

November

- Deadline for Members to submit Agenda items for November Meeting – 11/05/2018
- Distribution of Board of Directors Meeting Agenda – 11/09/2018
- Board of Directors Meeting - 11/15/2018
 - Actuarial Study Presented
 - Financial Audit Presented
 - Annual Report Presented

December

- Deadline for change to SIR or withdrawal from any CJPRMA program - 12/27/2018
- Distribution of Quarterly Member Loss Data



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

2019 BUSINESS CALENDAR

January

- Distribution of Executive Committee Agenda – 01/10/2019
- Executive Committee Meeting – 01/17/2019
- Member Quarterly Payroll Reports – 01/31/2019
- Distribution of Summary of Property Values
- Distribution of Summary of APD Values
- Distribution of Property and Loss Data – 01/31/2019

February

- FPPC Form 700 Filing Requests Sent Out
- PARMA Conference (02/10/2019 - 02/13/2019 Disneyland Hotel, Anaheim, CA)
- Return APD, Property and Boiler & Machinery Renewals Lists to Staff

March

- Deadline for Members to submit Agenda items for March Meeting – 03/11/2019
- Distribution of Board of Directors Meeting Agenda – 03/14/2019
- Board of Directors Meeting – 03/21/2019
- Distribution of Quarterly Member Loss Data
- Bi-annual Review of Conflict of Interest Code

April

- FPPC Form 700 Filing Deadline – 04/01/2019
- Annual Meeting Room Requests
- Distribution of Executive Committee Meeting Agenda – 04/11/2019
- Executive Committee Meeting – 04/18/2019
- Distribution of Certificate of Coverage Renewals Lists
- Requests for Nominations for President/Vice President (Bi-annually)
- Distribute nomination for President and Vice President (even numbered years)
- Member Quarterly Payroll Reports – 04/26/2019

May

- Deadline for Members to submit Agenda items for Annual Meeting – 05/09/2019
- Distribution of Board of Directors Annual Meeting Agenda– 05/15/2018
- Board of Directors Annual Meeting (05/22 & 23/2019) CJPRMA
 - Commercial Insurance Renewals
 - Proposed Budget for 2019-2020
 - Claims Audit Presentation
 - Approval of Meeting, Business and Holiday Calendars
- Return Certificate of Coverage Renewals Lists to Staff

June

- Distribution of Executive Committee Meeting Agenda – 06/13/2019
- Executive Committee Meeting – 06/20/2019
- Requests for Nominations for President/Vice President (Bi-annually)
- Certificates of Coverage Renewals mailed to certificate holders (6/28/2019)
- Risk Management Plan Revisions
- Distribution of Quarterly Member Loss Data

July

- General Liability Premiums Billed
- Auto Physical Damage Program Premiums Billed
- Property Program Premiums Billed
- Boiler & Machinery Premiums Billed
- Member Quarterly Payroll Reports - 07/31/2019

August

- Deadline for Members to submit Agenda items for August Meeting – 08/05/2019
- Distribution of Board of Directors Meeting Agenda – 08/08/2019
- Board of Directors Meeting – 08/15/2019
- Bi-annual election of President and Vice President (even numbered years)
- Election of Executive Committee Members
- Bi-annual Appointment of Treasurer (even numbered years)
- Financial Audit in process
- Annual Review of Investment Policy
- Actuarial Study in process
- Requests for Program Year 2018-2019 reimbursement of liability training expenses due – 08/31/2019

September

- Distribution of Executive Committee Agenda – 09/13/2019
- Executive Committee Meeting – 09/19/2019 CJPRMA
- CAJPA Conference (09/10/2019 - 09/13/2019 Harrah's and Harvey's South Lake Tahoe, CA)
- Distribution of Quarterly Member Loss Data

October

- Member Quarterly Payroll Reports – 10/31/2019

November

- Deadline for Members to submit Agenda items for November Meeting – 11/11/2019
- Distribution of Board of Directors Meeting Agenda – 11/14/2019
- Board of Directors Meeting - 11/21/2019
 - Actuarial Study Presented
 - Financial Audit Presented
 - Annual Report Presented

December

- Deadline for change to SIR or withdrawal from any CJPRMA program - 12/27/2019
- Distribution of Quarterly Member Loss Data

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

ITEM: 2	TITLE: REVIEW OF 2017-2019 STRATEGIC PLAN
MEETING: 10/15/18	
GENERAL MANAGER : 	

Recommended Actions:

None at this time. Staff recommends the Executive Committee review the 2017-2019 Strategic Plan in preparation for the appointment of the successor of the retiring general manager.

Item Explanation:

The Board of Directors adopted the current strategic plan at the December 15, 2016 board meeting.

ACS Quantum Strategies assisted the Board of Directors and the general manager with the creation of the current plan. Since adopted, the Executive Committee utilized the plan to assist in the development of annual goals and objectives for the general manager. The status of the goals and objectives assisted the Executive Committee in performing performance reviews for the general manager annually. A copy of a recent approved goals and objectives has been included with this agenda bill and is provided to further the discussion for development of goals and objectives for the replacement general manager.

The primary goals set for the general manager for the 2017-2018 program year were to effectively implement the adopted succession plan and to insure the organization is staffed appropriately upon his retirement. The retirement date for the general manager is set for December 4, 2018.

The general manager will be present to discuss the current Strategic Plan and the measures for developing a set of goals and objectives for his successor.

This item presented is a discussion item only.

Fiscal Impact:

1. None at this time.

Exhibits:

1. CJPRMA Strategic Plan 2017-2019
2. General Manager Evaluation Form 10-6-17
3. Sample 2013-2016 Goals and Objectives 11-29-16



CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY

STRATEGIC PLAN 2017 - 2019

Mission Statement

The California Joint Powers Risk Management Authority is a member-directed excess liability risk retention pool that is dedicated to protecting its members from catastrophic losses and meeting the needs of its members by:

- *Providing comprehensive, stable, and affordable excess liability coverage*
- *Offering competitive and flexible coverage programs*
- *Delivering quality risk management services*
- *Preserving financial strength and solvency*

Vision Statement

CJPRMA continually exceeds expectations and ensures organizational vitality.

STRATEGIC GOAL 1: Employ Customizable Products and Services to be Competitive

Key Message: Enhance programs to minimize losses keeping premium rates and program costs competitive with the marketplace

PRIORITY ACTIONS	ACTING PARTY	TIMELINE
1. Identify alternative forms of asset management while exploring alternative investment markets to enhance CJPRMA's return on investment.	Staff/Executive Committee	July 2017
2. Determine the adequacy of the current contribution methodology of members and develop a three- to five-year program to optimize CJPRMA's funding. <ul style="list-style-type: none"> • Include loss development factors in determining contributions. • Evaluate incentive options for positive loss experience. • Evaluate increased contributions based upon adverse loss exp. 	Staff/Executive Committee	October 2017
3. Identify approaches to loss experience and develop an equitable methodology to respond to members that adversely impact the program.	Staff/Executive Committee	October 2017
4. Conduct a focused evaluation of current CJPRMA's liability market conditions and implement programs and coverage options that optimize the delivery of services to members.	Staff/Coverage Committee/Brokers	April 2017
5. Promote effective risk management by providing support to members. <ul style="list-style-type: none"> • Evaluate options for implementing a TPA-style claims management service for members. 	Staff/Executive Committee	January 2018
6. Develop an Excess Workers Compensation Program Model for evaluation by the Board of Directors for 7/1/2018 implementation.	Staff/Executive Committee	July 2017

STRATEGIC GOAL 2: Invest Organizational Capital in the Development of Targeted Educational and Training Programs

Key Message: Train and retain members that contribute to the fiduciary health of CJPRMA

PRIORITY ACTIONS	ACTING PARTY	TIMELINE
1. Implement a Board of Directors education academy to enhance the effectiveness and fiduciary stability of CJPRMA. <ul style="list-style-type: none"> • Identify existing state-of-the-industry trainings, if available, rather than reinventing the wheel. Communicate to members. • Offer online/webinar trainings. • Integrate success stories and best practices in addition to theory. 	Staff/General Manager	May 2017
2. Develop a Board of Directors mentoring program to facilitate enhanced learning by new directors. <ul style="list-style-type: none"> • Invite new members to attend a CJPRMA Executive Committee meeting. 	Staff/Executive Committee	March 2017
3. Provide customized and targeted trainings to members and their agencies on critical loss experience areas.	Staff	April 2017, 2018, 2019
4. Implement a Risk Management Training Series for members and create a multi-year curriculum to enhance the loss mitigation activities of members. <ul style="list-style-type: none"> • Mandate board members attend at least one training annually. 	Staff/Executive Committee	April 2017
5. Take advantage of current marketplace training opportunities. Make programs available to members from select organizations, such as CAJPA and PARMA, or forge partnerships with other pooling organizations.	Staff	July 2017, 2018, 2019

STRATEGIC GOAL 3: Foster Informed and Engaged Board Leadership

Key Message: Ensure all members understand and embrace risk management and claims management and are active partners with CJPRMA

PRIORITY ACTIONS	ACTING PARTY	TIMELINE
1. Develop and implement a claims management process that integrates clear accountability to ensure long-term sustainability of the program.	Staff/Claims Committee	May 2017
2. Create a framework to provide post-litigation debriefings based on best practices with executive staff members of agencies experiencing losses.	Staff/Claims Committee	February 2017
3. Institute an agency-wide “Litigation Panel” or recommended vendor list of attorneys with an incentive for members to use recommended vendors. Develop a litigation management policy based on best practices.	Staff/Claims Committee	July 2017
4. Create item specific ad-hoc committees of the Board of Directors for evaluation and creation of specific programs. Programs to include, but not be limited to, risk management, claims management and program development. <ul style="list-style-type: none"> • CJPRMA to fully staff committees. • Clearly establish goals, timelines and deliverables. 	President	On-Going
5. Formalize and put the succession plan into practice to ensure CJPRMA’s continuity.	General Manager/ Executive Committee	July 2017

STRATEGIC GOAL 4: Actively Market the Value of CJPRMA Both Externally and Internally

Key Message: Build a “healthy” membership for long-term stability

PRIORITY ACTIONS	ACTING PARTY	TIMELINE
1. Enhance the availability of CJPRMA benchmarking and industry tools via the website and other electronic media. <ul style="list-style-type: none"> • Educate TPAs and members on loss-coding methodologies. 	Staff/ Claims Committee	January 2018
2. Provide enhanced data and risk-management-related materials to convey the importance of participating in pooling and the value of membership in CJPRMA. <ul style="list-style-type: none"> • Deliver detailed risk management loss information to membership directed at eliminating losses. 	Staff/Executive Committee	March 2017
3. Create presentations on the value of CJPRMA and present them to all members’ executive teams or elected bodies. Use success stories.	Staff	April 2017
4. Identify potential members from the public-sector marketplace and communicate the benefits of joining CJPRMA.	General Manager/ Executive Committee	On-Going
5. Create a Board of Directors Manual to be provided to every Director and Alternate. <ul style="list-style-type: none"> • Provide annual updates • Create an online version of the manual 	Staff	May 2017



Name of Employee	Appraisal Period Beginning (Month/Day/Year)	Appraisal Period Ending (Month/Day/Year)	Date of Appraisal (Month/Day/Year)
David Clovis	November 1, 2016	October 1, 2017	October 6, 2017

Purpose: The General Manager is accountable for establishing and overseeing the implementation of programs and services that are consistent with the Strategic Plan that has been adopted by the Board of Directors. The performance appraisal process is designed to plan future goals while assessing actual progress in relation to the standards that have been established for this position.

Rating Categories	1= Does Not Meet Expectations 2= Occasionally Meets Expectations 3= Meets Expectations 4= Meets and Exceeds Expectations 5= Exceeds Expectations
--------------------------	---

I. GOALS/OUTCOMES FOR CURRENT REVIEW PERIOD (FY2016-2017)

Statement of Objectives & Expected Outcomes	Actual Outcomes and Executive Committee/ Board Comments	Goal Weighting %	Rating (1,2,3,4,5)	Adjusted Rating (i.e., 0.2)
1. Financial strength and solvency.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	15		
2. Develop core products and services with innovation.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	15		
3. Develop and deliver targeted training programs to members based upon CJPRMA and member loss history.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	5		
4. Create an approach to marketing the value of CJPRMA to its members and identify market opportunities for control growth of the organization	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		

I. GOALS/OUTCOMES FOR CURRENT REVIEW PERIOD (FY2016-2017) continued

Instructions: The Goals/Outcomes Section Weighting is equal to 75% for Pages 1 and 2 of this form. To use weighting feature, multiply the weighting times the rating for adjusted value (.10% x 2) = 0.2.

Statement of Objectives & Expected Outcomes	Actual Outcomes and Executive Committee/ Board Comments	Goal Weighting %	Rating (1,2,3, 4,5)	Adjusted Rating (i.e., 0.2)
5. Implement and monitor an information technology upgrade to all CJPRMA systems.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		
6. Provide consultation to board members and individual member agencies by resolving questions and issues concerning agency risk management practices and procedures.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		
7. Provide updated information to members on CJPRMA programs, services and provide ongoing updates on legislative changes including results of litigation affecting our industry	<u>General Manager:</u> <u>Executive Committee/Board:</u>	5		
8. Enhance the CJPRMA claims processing, litigation management program and the delivery of litigation/claim information to the board of directors.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		
9. Manage all aspects of the operation of CJPRMA including staff, operations and outside vendors.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		
10. Manage the CJPRMA facility and coordinate all aspects of building maintenance and maintain relationship with tenant.	<u>General Manager:</u> <u>Executive Committee/Board:</u>	10		

II. PERFORMANCE FACTORS (FY2016-2017)

1. <u>Strategic Planning and Decision-Making</u> Aligns operations of the CJPRMA with Board-approved mission and strategic plan. Maintains focus on desired outcomes and results. Uses effective judgment in setting goals, anticipating events, and solving problems.		Does Not Meet 1	Meets 2	Exceeds 3
General Manager's Comments:		Executive Committee/Board Comments:		
2. <u>Agenda Management and Reporting Practices</u> Accurately gauges client agency needs in establishing Board agendas. Effectively establishes agenda priorities, presents information in a timely manner, and provides meaningful reports and recommendations.		Does Not Meet 1	Meets 2	Exceeds 3
General Manager's Comments:		Executive Committee/Board Comments: Phone conversation with President/VP before agenda sent to membership. Enhancements to agenda format.		
3. <u>Relationship Building with the Board and Public and Private Representatives</u> Shows sensitivity, tact, and insight in establishing and maintaining effective working relationships with Executive Committee and Board representatives, and other parties. Anticipates potential communications problems and keeps all parties properly informed.		Does Not Meet 1	Meets 2	Exceeds 3
General Manager's Comments:		Executive Committee/Board Comments:		
4. <u>Negotiations Skills</u> Establishes fair and effective contractual agreements with client agencies, contractors, consultants, vendors, and other parties. Balances organizational interests with those of stakeholders. Assures that contracts are carefully designed and properly executed.		Does Not Meet 1	Meets 2	Exceeds 3
General Manager's Comments:		Executive Committee/Board Comments:		
5. <u>Creativity/Innovation/Initiative</u> Originates new approaches, encourages independent thinking, and initiates actions to improve individual and organizational performance. Launches and implements policies, programs, and ideas to improve organizational performance and staff effectiveness.		Does Not Meet 1	Meets 2	Exceeds 3
General Manager's Comments:		Executive Committee/Board Comments:		

BOARD'S RATING OF PERFORMANCE GOAL ATTAINMENT (25% Weighting):

Using the sum of the scores on this Page and divide by 5. Carry this number to the top of Page 4 (i.e., total scores = 10/5 =2.0).

III. GOALS/OUTCOMES FOR <u>NEXT</u> REVIEW PERIOD (FY2017-2018)	Weighting as % of 100

IV. OVERALL PERFORMANCE EVALUATION RATING

Rating From Bottom of Page 1	Organizational and Individual Goals Weighting at 75%	
	0.75	
Rating From Bottom of Page 3	Performance Factors Weighting at 25%	
	0.25	
Overall Performance Rating	Follow averaging rules:	

Notes: The employee’s signature below signifies that the employee has read the evaluation, and not necessarily that he or she agrees with the evaluation. The cellblocks can be expanded below to include additional comments.

V. OVERALL COMMENTS FOLLOWING APPRAISAL DISCUSSION

GENERAL MANAGER’S SUMMARY COMMENTS:

COMMITTEE/BOARD RESPONSES TO GENERAL MANAGER’S SUMMARY COMMENTS:

General Manager’s Signature	Date	
Name of Executive Committee Chairperson	Executive Committee Chairperson’s Signature	Date



GENERAL MANAGER GOALS & OBJECTIVES FOR 2013- 2016

GOALS	OUTCOMES	COMMITTEE ASSIGNMENT	TASKS COMPLETED
<p align="center">Financial Strength and Solvency</p> <p align="center">15%</p>	<p>The general manager will monitor the development of programs and services for the organization that maintain the invested assets of CJPRMA, maintain or reduce the current costs to members and provide enhanced excess/reinsurance coverage to member exposures. Will make recommendation to the Board of Directors as needed.</p>	<p align="center">Executive Committee</p>	<ul style="list-style-type: none"> • Continuing to work with Real Estate Broker to update the lease terms for DaVita for an improved return for CJPRMA • Worked with Alliant to create and implement a new property program with enhanced features and significant savings to members • Working with broker and underwriters on PY16/17 renewals. • Working with Aon to gather data to evaluate the options for re –creating the Excess WC program • Established guidelines for APD program due to excessive losses • Implemented new Cyber and Pollution Program with significant reduction in cost • Worked extensively with Claims Administrators and members to resolve cases via mediation at significant cost reductions for members • Worked extensively to resolve West Sac and Anderson sexual misconduct cases • Worked with Mujtaba Dattoo to insure the cost allocation for program is effective in tracking costs • Advise membership that significant losses development would require adjustment on rates and removing prepaid interest for members. <p>Pursuing litigation against George Hills on Richmond matter</p>

GOALS	OUTCOMES	COMMITTEE ASSIGNMENT	TASKS COMPLETED
<p>Develop core products and services with innovation.</p> <p>15%</p>	<p>The general manager will continue to evaluate and monitor the core products and services provided to members. These products and services will be driven to insure financial strength and solvency to CJPRMA. CJPRMA will also attempt to broaden coverage and services that meet the needs for cost effective services for our members.</p> <p>The primary areas of focus for the achievement of this goal will include the following:</p> <ol style="list-style-type: none"> 1. Risk Management Information Services 2. Coverage 3. Claims Management 	<p>General Manager</p>	<ul style="list-style-type: none"> • Developed new property program for members • New Cyber and Pollution Programs • Working on providing enhance options for the property program to include DIC coverage • Working to extend the service options within Risk Console with mapping, MMSEA and Flex Forms • Selected new claims auditor and worked with subcommittee of the Board of Directors, to develop a new written guidelines for audits • Provided semi-annual updates to Board on losses and developments • Developed new methodology to deliver information on historic cases including risk management recommendations. • Conducted training for Stockton on contract risk transfer with Bob Marshburn. • Presented numerous topics for Board at annual meeting. • Held ARM 55 class at CJPRMA • Presented program orientation to Stockton • Schedule multiple police training session by Greg Fox and Randy Means

<p>Develop and deliver targeted training programs to members based upon CJPRMA and member loss history.</p> <p>10%</p>	<p>Collect the necessary data for the purpose of identifying the primary loss exposures for CJPRMA and our members. Utilize the data for the purpose of developing state of the art, effective training sessions for members.</p> <p>The primary areas of focus for completing this objective include the following:</p> <ol style="list-style-type: none"> 1. Targeted training-Aligned to loss history and actual trends. 2. Member Education – Develop a training program for member management and operations. 3. Director Education and Training – Enhance skills of Directors through education and training. 	<p>General Manager</p>	<ul style="list-style-type: none"> • Evaluated Police training series “Line of Duty” • Using Video Technology to capture training from mobile access • Reviewed new RM Program created by Norman Peterson and CPS HR • ARM 55 class • Stockton training on contractual risk transfer • Annual meeting presentation on EPL and Police Liability, RM issues • Developed lessons learned series for high exposure cases based upon historical losses by creating CJPRMA Quarterly Newsletter • Focused on audits to determine reporting issues and lack of ability to resolve cases • Worked with numerous cities on specific claims related issues including developing settlement and defense strategies • Preparing work for October Strategic Planning session that will include a facilitated discussion on training program development.
<p>Create an approach to marketing the value of</p>			

GOALS	OUTCOMES	COMMITTEE ASSIGNMENT	TASKS COMPLETED
<p>CJPRMA to its members and identify market opportunities for control growth of the organization.</p> <p>10%</p>	<p>Develop a member outreach program that provides members with key information identifying the value of CJPRMA to its members. In addition, evaluate the opportunities for development of a targeted marketing effort to organizations that meet and or exceed current member standards.</p> <p>The primary initiatives for the delivery of an effective outreach program will include:</p> <ol style="list-style-type: none"> 1. Marketing communication brochure 2. Exclusions and alternative coverage 3. Market definition and outreach 		<ul style="list-style-type: none"> • Conducted new board member orientation • Provided quotes to So Cal city for program participation • Evaluated options of So Cal pool joining CJPRMA. Rejected based upon their excessive loss history • Preparing work for October Strategic Planning session • Worked extensively to create experience rating factor for the APD and Property Programs
<p>Implement and monitor an information technology upgrade to all CJPRMA systems.</p> <p>10%</p>	<p>CJPRMA is implementing a new RMIS System. The system will be utilized as the primary workflow product for the organization and will provide membership with the opportunity to utilize multiple modules within the system for a significantly discounted pricing. In addition CJPRMA will evaluate all of its technology solutions and will expressly evaluate for following key areas:</p> <ol style="list-style-type: none"> 1. Claims Management Technology 2. Member information upgrade 3. Exposure Data 4. Webinars 	<p>General Manager</p>	<ul style="list-style-type: none"> • Continue to embrace the technology available within Risk Console for benefit of membership • Evaluated options for Video Conferencing for Board meetings • Implemented electronic filing system for FPPC • Upgraded CJPRMA telephone system • Working on a member portal within risk console

GOALS	OUTCOMES	COMMITTEE ASSIGNMENT	TASKS COMPLETED
<p>Provide consultation to board members and individual member agencies by resolving questions and issues concerning agency risk management practices and procedures.</p> <p>10%</p>	<p>The general manager is available to assist board members and their agencies by reviewing contracts, performing audits, reviewing policies and by making practices for best practice risk management. General manager will work with ad-hoc committee to develop CJPRMA standards for risk transfer and will populate the new Risk Console System with standardized contract requirements.</p>		<ul style="list-style-type: none"> • Ongoing work with multiple board members on issues related to risk transfer, claim management, litigation management and multiple risk management issues • Help members with contract reviews
<p>Provide updated information to members on CJPRMA programs, services and provide ongoing updates on legislative changes including results of litigation affecting our industry.</p> <p>5%</p>	<p>CJPRMA staff will provide ongoing updates to members on programs and services and shall provide training on an annual basis that will include:</p> <ol style="list-style-type: none"> 1. New board member orientation 2. Update on all memorandum of coverage documents 3. Claims update 4. Case law updates 	<p>General Manager and Staff</p>	<ul style="list-style-type: none"> • Staff assigned to legislative committee of CAJPA • Communicate with board of issues of legislative concern • Disseminate information to Board Members on case law out of court of appeals both within CJPRMA and within the public sector environment
<p>Enhance the CJPRMA claims processing, litigation management program and the delivery of litigation/claim information to the board of directors.</p> <p>10%</p>	<p>The general manager will work with staff to continue to improve the delivery of claims management to members. Staff will review options for a preferred provider network of legal counsel, develop improved reporting to the board of directors on all claims and continue to provide semi-annual updates on the overall claims management process and organization experience</p>	<p>General Manager and Staff</p>	<ul style="list-style-type: none"> • Implementing Risk Console allowed the organization to intake electronic documents • Claims administrator works closely with each member on cases of liability within the member's layer and CJPRMA layer • Work aggressively on litigated matters and strive to identify cases of clear liability for resolution

GOALS	OUTCOMES	COMMITTEE ASSIGNMENT	TASKS COMPLETED
<p>Manage all aspects of the operation of CJPRMA including staff, operations and outside vendors.</p> <p>10%</p>	<p>The general manager has the overall responsibility to oversee the performance of staff and to work with staff to develop capabilities within CJPRMA. General manager must also oversee all outside vendors to insure the highest quality and most efficient use of resources for the delivery of service to the organization and its members.</p>	<p>General Manager</p>	<ul style="list-style-type: none"> • Hired new staff member for the Admin Assistant position and the person has completed one year of service • Hired Risk Analyst and Executive Assistant • Worked with numerous vendors maintaining the CJPRMA building. • Delivered annual meeting at Seascape with outstanding evaluations from members
<p>Manage the CJPRMA facility and coordinate all aspects of building maintenance and maintain relationship with tenant.</p> <p>5%</p>	<p>General Manager will be responsible for maintaining all operations of the new facility and provide oversight and coordination of tenant relationship and coordination of other condo owners at facility.</p>	<p>General Manager</p>	<ul style="list-style-type: none"> • Hired and outside vendor to facilitate building maintenance • Developing renewal proposal for 5 year extension on DaVita lease. • Managing the operation of the office. Work with tenant and owner of other suites to preserve CJPRMA asset. • Continue ongoing management of all IT systems, security systems and all other building related infrastructure.

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

ITEM: 3	TITLE: RISK MANAGEMENT ISSUES
MEETING: 10/15/2018	
GENERAL MANAGER: 	

Recommended Actions:

None. This item is being provided for information only.

Strategic Direction:

Strategic Goal 3, Foster Informed and Engaged Board Leadership.

Item Explanation:

This item is reserved for the discussion of risk management issues that are of concern to the members and for the provision of status updates on the risk management program.

- No issues that have been requested to be listed for discussion.

Fiscal Impact

None

Exhibits:

None