



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

BOARD OF DIRECTORS MEETING

November 17, 2005 – 9:30 A.M.

**Hiddenbrooke Golf Club
1095 Hiddenbrooke Parkway
Vallejo, CA 94591**

(707) 588-0330

Minutes

I. CALL TO ORDER:

Director Davis called the meeting to order at 9:38 a.m.

II. ROLL CALL

PRESENT

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|-------------------------------------|---|
| 1) Steve Schwarz, <i>Alameda</i> | 10) Mary Richardson, <i>San Leandro</i> |
| 2) Bob Koch, <i>Chico</i> | 11) Lynne Margolies, <i>Santa Rosa</i> |
| 3) Robyn Kain, <i>Fairfield</i> | 12) Roger Carroll, <i>SCORE</i> |
| 4) Janice Magdich, <i>Lodi</i> | 13) Mark Moses, <i>Stockton</i> |
| 5) Ron Blanquie, <i>Petaluma</i> | 14) Darrell Handy, <i>Sunnyvale</i> |
| 6) Julie Theirl, <i>Pomona</i> | 15) Paul Wildermuth, <i>Vacaville</i> |
| 7) Linda Johnson, <i>Redding</i> | 16) Will Venski, <i>Vallejo</i> |
| 8) Jeff Davis, <i>REMIF</i> | 17) Jeff Tonks, <i>YCPARMIA</i> |
| 9) Charlie Wilson, <i>Roseville</i> | |

ABSENT

Fremont, Livermore, NCCSIF, PERMA, San Rafael

OTHERS PRESENT

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| 1) Jessica Henry, <i>Chico</i> | 8) Brian Cooney, <i>Marsh</i> |
| 2) David Clovis, <i>CJPRMA</i> | 9) Jim Pinckney, <i>Marsh</i> |
| 3) Lola Deem, <i>CJPRMA</i> | 10) Jerry Gebhardt, <i>Petaluma</i> |
| 4) Robert German, <i>CJPRMA</i> | 11) Mark Fergusen, <i>REMIF</i> |
| 5) Caren White, <i>CJPRMA</i> | 12) Rick Duvernay, <i>Redding</i> |
| 6) Marilyn Kelley, <i>Driver</i> | 13) Charmaine Jackson, <i>Stockton</i> |
| 7) Byrne Conley, <i>Gibbons & Conley</i> | 14) Kerry Adamo, <i>Sunnyvale</i> |

III. APPROVAL OF MINUTES

A motion by Director Wildermuth, seconded by Director Kain, to approve the minutes of the Board of Director's meeting held on September 15, 2005, passed unanimously.

IV. PRESENTATIONS

None

V. CONSENT CALENDAR

- 1. Financial Reports of CJPRMA for the periods ending July 31, August 31 and September 30, 2005**
- 2. Additional Covered Party Certificates Approved by the General Manager**
- 3. Notification of New Claims Received**
- 4. Notification of Claims Closed**
- 5. Appointment of New Board Members/Alternates**
- 6. Approval of Investment Policy**

A motion by Director Carroll, seconded by Director Wildermuth, to approve the consent calendar, passed unanimously.

VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS

VII. ACTION CALENDAR

- 7. Proposed Amendment to 2005/2006 Memorandum of Coverage**

This item was pulled, pending approval of the proposed changed by the reinsurers.

- 8. Proposed Amendments to By-laws**

Board Counsel reviewed the proposed amendment to the By-laws. He said that, in even numbered years, a President and Vice-President would

be elected by the Board, and then the Executive Committee positions would be appointed by following a list of Board members, generated by Staff. He said that as members left office, they would go to the bottom of the list. He said that every Board member would be able to participate on the Executive Committee.

A motion by Director Koch, seconded by Director Carroll, to approve the proposed amendment to the By-laws, passed unanimously.

9. Risk Management Issues

The Risk Manager discussed upcoming training sessions and the schedule for upcoming member audits.

The General Manager said that the Board had asked Staff to look into conducting property valuations for all participants in the property program. The Risk Manager presented the results of that investigation.

The General Manager said that if they decided to go with Associated Valuation Services, which was the lowest bid, the cost would be approximately \$247,000 which would be split pro-rata based on total insured values among the participants in the property program.

Mr. Pinckney asked when the process would be completed. The Risk Manager said that it should be completed well in advance of July 2006.

Director Theirl asked what information would be provided by the appraisals. The Risk Manager said that they would get diagrams, photos, digital measurements and all other information for each property with an internet-based system that all members could access.

Director Handy asked what the annual cost would be. The Risk Manager said that the \$247,000 was the initial cost and that the annual charge to the organization for system maintenance and updates was approximately \$5800 if they chose to go with Associated Valuation Services.

Director Handy asked if contents values would be included. The Risk Manager said that AVS used a modeling approach for valuing contents based on the size, type and use of a building. He said that it excluded art and specialty items.

Director Gebhardt asked if the pro-rata costs were calculated based on current contributions. The General Manager said that they were based on current TIV.

The General Manager said that they could pro-rate the cost after the appraisals were completed for a more accurate billing. He said that they could roll it into the premium billing in July.

A motion by Director Handy, seconded by Director Blanquie, to give Staff the authority to review the two lowest bids, sign a contract with one, start the appraisal process and combine the cost with the premium billing for 2006-2007, and to pro-rate the cost based on the new appraised TIV, passed unanimously.

10. Member Presentations

At its meeting of April 12, 2005, the Board decided to have each member make a presentation on their risk management program, including their organizational structure. The purpose of these presentations is to familiarize the Board with the composition of each member's risk management program and organizational structure in order to identify common issues and problems.

Presentations were made by Lynne Margolies (Santa Rosa), Paul Wildermuth (Vacaville), and Mark Moses (Stockton).

VIII. CLOSED SESSION

1. Government Code Section 54954.5

Case Review/Planning

2. Government Code Section 54956.9 (a)

Conference with Legal Counsel - Pending Litigation

Name of Case: Headwaters Forest Defense v. City of Eureka

Court: United States District Court, Northern District of California

Case No.: C97-3989 VRW

3. Government Code Section 54956.9 (a)

Conference with Legal Counsel - Pending Litigation

Name of Case: Angeles v. City of Vallejo

Court: Solano County Superior Court

Case No.: FCS 5024363

4. Government Code Section 54956.9 (a)

Conference with Legal Counsel - Pending Litigation

Name of Case: Clark v. City of Santa Rosa

Court: Sonoma County Superior Court

Case No.: 227896 & 227911

5. Government Code Section 54956.9 (a)
Conference with Legal Counsel - Pending Litigation

Name of Case: Adobe Lumber v. City of Woodland

Court: United States District Court, Eastern District of California

Case No.: CV 01510

IX. ACTION ON CLOSED SESSION ITEMS

- None

X. BOARD MEMBER TRAINING

XI. ADJOURNMENT

A motion by Director Wildermuth, seconded by Director Carroll, to adjourn the meeting at 2:10 p.m., passed unanimously.