

CALIFORNIA ASSOCIATION FOR PARK AND RECREATION INDEMNITY

BOARD OF DIRECTORS REGULAR MEETING

Public Policy Advocates
1015 K Street, Suite 200
Sacramento, CA 95814

March 19, 2019

MINUTES

1. CALL TO ORDER:

A regular meeting of the Board of Directors was held on March 19, 2019 at Public Policy Advocates, 1015 K Street, Suite #200, Sacramento, CA at 9:00 a.m.

Members Present: President Woods, Vice President Wetter, Secretary Colin Miller, Director Mathew Fuzie and Director Jim Friedl (Telephonic)

CAPRI Staff: Mr. Matthew Duarte

Absent: Director Cervantes and Director Larry Mazzuca

Others Present: Mr. Byrne Conley (Gibbons & Conley), Mr. Doug Wozniak (Alliant Insurance), Mr. Chuck Torretta (George Hills), Ms. Sally Town (York Risk Services) and Ms. Dori Zumwalt (York Risk Services).

2. INTRODUCTIONS:

None.

3. PUBLIC COMMENTS:

None.

4. CLOSED SESSION:

The Board convened to Closed Session at 9:01 a.m. regarding the following matters:

- Aguiniga v. Conejo Recreation & Park District
- Becker v. Sunrise Recreation & Park District
- Fletcher v. Fair Oaks Recreation & Park District
- Spindola v. Cordova Recreation & Park District
- Liability & Property Claims resolved over \$5,000.00 since last Board meeting

- Du Puy v. Paradise Recreation & Park District
- Ellingson v. Arcade Creek Recreation & Park District
- Ricketts v. Livermore Area Recreation & Park District, and
- WC Claims resolved in 2018

5. REPORT FROM CLOSED SESSION:

The Board reconvened to Open Session at 10:33 a.m. pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

No Reportable Action.

6. CONSENT AGENDA:

6.1 CAPRI Board Minutes

- February 13, 2019

MOTION:

Vice President Wetter made a motion to approve the consent items #6.1 – Board Minutes as amended in Executive Director Duarte’s handout. Director Miller seconded the motion.

***Ayes:** President Woods, Vice President Wetter, Secretary Miller, Director Friedl, and Director Fuzie.*

***Nays:** None*

***Abstain:** None*

7 PULLED CONSENT ITEMS:

None.

8 DISCUSSION/ACTION ITEMS:

8.1 CAPRI Medical Provider Network Update

Ms. Dori Zumwalt and Ms. Sally Town provided an update and presentation regarding the CAPRI MPN and its successes since implementation in 2017. The Board discussed participation levels of the membership in the MPN.

MOTION:

Director Miller made a motion to require members participate in the MPN program by July 1, 2019 pending exemption requests for good cause. Director Fuzie seconded the motion.

Ayes: *President Woods, Vice President Wetter, Secretary Miller, Director Friedl, and Director Fuzie.*

Nays: *None*

Abstain: *None*

8.2 Company Nurse Program

Mr. John Brigowatz of Company Nurse presented his company's nurse triage service. After discussion, the Board of Directors elected to table further discussion to the May meeting and explore options through York's program.

8.3 ADA/Transition Plan Program Review

The Board reviewed and considered the proposition of formalizing an agreement with DAC for the purposes of securing a group purchase discount for Transition Plan review and updates. After discussion, the Board of Directors tabled further discussion to the May meeting. In addition, the Board of Directors requested Executive Director Duarte review the history of ADA claims against all members and bring his findings to the May meeting.

8.4 Employee Benefits Program Review

Executive Director Duarte provided an update as to the CAPRI-GSRMA Employee Benefits Program. Executive Director Duarte has begun working with Golden State Risk Management Authority (GSRMA) and Excess Insurance Authority (EIA) representatives to develop a marketing plan to better educate CAPRI members as to the program's offerings. GSRMA has agreed to create all marketing materials for the program subject to approval by CAPRI and has asked CAPRI to contribute by disseminating the material via email to its members.

8.5 CAPRI Employee Health and Dental Benefits Review

Executive Director presented an update on the staff benefits, reviewed the Board's options and recommended the Employee Benefits Program available through GSRMA and CSAC-EIA.

MOTION:

Director Wetter made a motion to authorize the Executive Director to enter into agreement with GSRMA to secure Health and Dental Benefits for full-time staff effective May 1, 2019 at the earliest. Secretary Miller seconded the motion.

Ayes: *President Woods, Vice President Wetter, Secretary Miller, Director Friedl, and Director Fuzie.*

Nays: *None*

Abstain: *None*

8.6 Consideration of Contract Extension with Gilbert & Associates

The Board reviewed the proposed contract with Gilbert & Associates for preparation of payroll tax returns and 1099s and the changes and clarification sought by Executive Director including schedule of costs.

MOTION:

Director Wetter made a motion to authorize the Executive Director to execute a contract with Gilbert & Associates with discussed clarifications in their proposed retainer agreement for the year ending on December 31, 2019 including the preparation of payroll tax forms and 1099's. Director Miller seconded the motion.

***Ayes:** President Woods, Vice President Wetter, Secretary Miller, Director Friedl, and Director Fuzie.*

***Nays:** None*

***Abstain:** None*

8.7 2019 – 2020 Draft Budget

Executive Director Duarte reviewed the first draft of the 2019-2020 Budget with Board of Directors and discussed his intent to have Administrative Assistant Carlee Weston move to full-time. President Woods supported the move but asked that the Executive Director be mindful of budgeting.

8.8 Cycle XVI Safety Awards

The following district will be receiving a Cycle XVI Safety Award at the CARPD conference scheduled for May 22-24th in South Lake Tahoe, California; Almanor, Ambrose, Arcade Creek, Arden Manor, Arden Park, Bear Mountain, Belvedere-Tiburon, Buttonwillow, Central Plumas, Cordova, Durham, Fair Oaks, Fulton-El Camino, Greater Vallejo, Jurupa Area, Mission Oaks, North of the River, North Highlands, Orangevale, Paradise, Pleasant Hill, Rio Linda-Elverta, Silverado-Modjeska, Southgate, Strawberry, Tehachapi Valley and West-Side.

MOTION:

Director Wetter made a motion to approve the Safety Awards for Cycle XVI. Director Miller seconded the motion.

***Ayes:** President Woods, Vice President Wetter, Secretary Miller, Director Friedl, and Director Fuzie.*

***Nays:** None*

***Abstain:** None*

9. SPECIAL REPORTS:

9.1 Investment Status Reports – Public Financial Management

The Board of Directors had no additional questions for Allison Kaune.

9.2 Insurance Market Update – Alliant Insurance Services

Mr. Doug Wozniak gave a presentation regarding the insurance market in 2019. He addressed that it will be a difficult time for all public entities overall throughout California with the numerous wildfires and mudslides over the last few years. In the Workers' Compensation program, the renewal will be stable and expect a 5-10% increase in the excess layer. However, the General Liability and Property program suffered 12.5-15 million in losses and the Property program will expect a 30%-40% increase.

10. EXECUTIVE DIRECTOR/STAFF REPORTS:

10.1 District Visitations Update

The Board of Directors had no additional comments or questions on this writeup.

10.2 Russian River Flood Update

The Board of Directors had no additional comments or questions on this writeup.

10.3 WC Experience Modification Factors

The Board of Directors had no additional comments or questions on this writeup.

10.4 CAPRI Office Update

The Board of Directors had no additional comments or questions on this writeup.

10.5 Membership Satisfaction Survey Results Review

The Board of Directors had no additional comments or questions on this writeup.

11. BOARD MEMBER REPORTS:

11.1 Board Member Comments

No additional comments

11.2 Personnel/Finance Committee Report

No additional comments.

12. FUTURE AGENDA ITEMS:

The Board of Directors and Staff had no additional comments or questions.

13. ANNOUNCEMENTS:

The next CAPRI Board of Directors meeting will be held on May 22, 2019 at the Lake Tahoe Resort Hotel, 4130 Lake Tahoe Blvd., South Lake Tahoe, CA.

14. ADJOURNMENT:

The Board adjourned the meeting at 1:38 p.m.

Colin Miller,
CAPRI Board of Directors Secretary