



**Mike Scheafer, Board President**

**Sandy Seifert-Raffelson, Vice President**  
**Bob Swan, Secretary**  
**David Aranda, CSDM**

**Jean Bracy, CSDM**  
**Tim Unruh, CSDM**  
**Jesse Claypool**

**Special District Risk Management Authority**  
**Regular Board Meeting**

**Wednesday, February 10, 2021**  
**1:00 p.m.**

**Thursday, February 11, 2021**  
**8:00 a.m.**

**Held Remotely Via Zoom**  
**Phone: (669) 900-9128**  
**Meeting ID: 562 012 1037**  
**Password: 875411**

**This Virtual Meeting is held pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 that directs Californians to follow public health directives including canceling large gatherings.** The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. Executive Order N-33-20, prohibits people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

*Note: Pursuant to the Brown Act, Section 54953(b)(2). Section (b) (2) requires that all votes taken during a teleconference meeting shall be by roll call. Any agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion. The meeting is being held solely by remote means and will be made accessible to members of the public seeking to attend and address the Board solely through the phone number set forth above, except that members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations: Ashley Flores, Board Clerk, (916) 231-4132 or [aflores@sdrma.org](mailto:aflores@sdrma.org)*

## **AGENDA**

### **1.0 CALL MEETING TO ORDER**

- 1.1 Roll Call
- 1.2 Approval of Agenda (Board President)

### **2.0 PUBLIC COMMENT**

*At this time, members of the public may speak on any item not on the agenda with comments limited to 5 minutes per person. A maximum time limit of 20 minutes for all public testimony is permitted under this agenda item. The Board reserves the right to waive the foregoing time limits by a majority vote.*

### **3.0 ADMINISTRATIVE ITEMS AND PRESENTATIONS**

- 3.1 Recognition Staff Anniversaries (Board President)
- 3.2 Review Meeting, Conference, and Educational Schedules (Chief Executive Officer)
- 3.3 Review communication and correspondence (Chief Executive Officer)
- 3.4 Review of Executive Summary of Training (Board President)

### **4.0 CONSENT CALENDAR – Items expected to be routine and non-controversial**

- 4.1 **Approve** draft meeting minutes from the January 6-7, 2021 Board Meeting (Board Clerk)
- 4.2 **Review** recent marketing activities (Chief Member Services Officer)
- 4.3 **Ratify** payment of bills paid for the months of December 2020 (Finance Manager)
- 4.4 **Receive and file** financial reports presented for the Property/Liability, Workers' Compensation, Health Benefits Programs and Joint/Common Allocated Operations (Finance Manager)
- 4.5 **Receive and file** Underwriting Status Quarterly report for the second quarter of 2020-21 (Chief Member Services Officer)

## 5.0 CSDA-RELATED ITEMS

- 5.1 **Review and discuss** CSDA business and activity (CSDA Chief Executive Officer)
- 5.2 **Review and discuss** Alliance Executive Council business and activity (CSDA Chief Executive Officer; Chief Executive Officer; AEC Members)
- 5.3 **Review and discuss** Special Leadership Foundation business and activity (CSDA Chief Executive Officer; Chief Executive Officer; SDLF Members)

## 6.0 BOARD ITEMS

- 6.1 **Subject: Approval of Prospective Members into SDRMA Workers' Compensation and Property/Liability Programs**

Presenter: Ellen Doughty, Chief Member Services Officer

Recommendation: **Approve** admission of new members into the following programs: None

- 6.2 **Subject: Claims Status Update**

Presenter: Debbie Yokota, Chief Risk Officer

Recommendation: **Receive and file** the status of claims development for the Property/Liability and Workers' Compensation programs for the quarter ending December 31, 2020

- 6.3 **Subject: Claims Development and Loss Prevention**

Presenter: Debbie Yokota, Chief Risk Officer

Recommendation: **Receive and file** the status report concerning claims and loss prevention activities for the quarter ending December 31, 2020

6.4 **Subject: FY 2021-22 Rate Scenario Review**

Presenter: Laura Gill, Chief Executive Officer

Recommendation: **Receive and File** receive and file the update to the rate review for the Workers' Compensation and Property/Liability Programs

6.5 **Subject: 2020-21 Member Longevity Distributions**

Presenter: Jennifer Chilton, Finance Manager

Recommendation: **Approve** a Longevity Distribution for Program Year 2020-21 to be applied to members' renewal invoices for 2021-22 using the Total Return Rate for the Workers' Compensation Program and no Longevity Distribution for the Property/Liability Program

6.6 **Subject: AGRiP Self-Evaluation and Certification for Advisory Standards Recognition**

Presenter: Laura Gill, Chief Executive Officer

Recommendation: **Approve** the self-evaluation and authorize the Board President to electronically sign the Attestation of the AGRiP Agreement form to process the Advisory Standards Recognition Application

6.7 **Subject: Strategic Business Plan Mid-Year Report**

Presenter: Laura Gill, Chief Executive Officer

Recommendation: **Receive and file** the status report on the Strategic Business Plan Vision 2022 activities for Mid-Year ending December 31, 2020

6.8 **Subject: 2021-22 Cost of Living Adjustment (COLA) for Budget Calculations**

Presenter: Laura Gill, Chief Executive Officer

Recommendation: **Approve** a 1.7% Cost-of-Living Adjustment for FY 2021-22

6.9 **Subject: Board Committee Assignments**

Presenter: Mike Scheafer, Board President

Recommendation: **Ratify** the Board President's Board committee appointments

7.0 **TIMED ITEMS**

**(This section will include presentations with a specific day and time for specific speakers: consultants, brokers, legislative director, coverage counsel, etc.)**

**Wednesday, February 10, 2021 - 1:00 p.m.**

7.1 **PUBLIC HEARING: Public Hearing: Ordinance 2021-01 Claims Administration**

Presenter: Laura Gill, Chief Executive Officer  
Ann Siprelle, General Counsel, BB&K

Recommendation: **Read by title only, waive further reading, introduce and adopt** Ordinance No. 2021-01 entitled, "An Ordinance of the Board of Directors of the Special District Risk Management Authority Establishing Procedures for the Filing of Claims Against Special District Risk Management."

**Thursday, February 11, 2021 - 8:00 a.m.**

7.2 **Subject: Treasurer's Quarterly Investment Report**

Presenters: Lauren Brant, Managing Director, Public Financial Management  
C. Paul Frydendal, Chief Operating Officer

Recommendation: **Receive and file** the Treasurer's Quarterly Investment Report, LAIF Statement, and Treasurer's Certification of Investments and Cash Flow Sufficiency

8.0 **REPORTS/COMMENTS/OTHER BUSINESS**

8.1 Staff Reports and Updates

8.2 Board Director Reports, Comments, Future Agenda Items, Recommendations, and Questions

## 9.0 ADJOURNMENT

The next Board meeting will be held March 24, 2021 at the SDRMA Administration Building, 1112 I Street, 3rd Floor, Earl Sayre Board Room Sacramento, CA 95814. Items to be discussed at this meeting include:

- FY 2021-22 rate approval
- FY 2021-22 rate policy adoption
- Credit Incentive Program criteria

**Posted on February 4, 2021**

  
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Ashley Flores, Clerk of the Board

**ADA Compliance:** *In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact Ashley Flores, Clerk of the Board, at (800) 537-7790 or at [aflores@sdrma.org](mailto:aflores@sdrma.org). Request must be made as early as possible.*