



**Mike Scheafer, Board President**

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

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

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

**Wednesday, November 3, 2021**  
**8:30 a.m.**

**Thursday, November 4, 2021**  
**7:30 a.m.**

**1112 I Street, 3<sup>rd</sup> Floor, Earl Sayre Board Room**  
**Sacramento, CA 95814**

Note: Agenda posting and meetings are done in accordance with Ralph M. Brown Act. Govt. Code §54954.2 and §54953 (b) (1) allows local agencies to conduct meetings via teleconferencing. Part (b) (3) of the same section requires that all teleconference locations be identified in the agenda, and that each location be accessible to the public. 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. 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 August 18-19, 2021 Board Meeting and Special Closed Session Meeting on September 13, 2021 (Board Clerk)
- 4.2 **Review** recent marketing activities (Chief Member Services Officer)
- 4.3 **Ratify** payment of bills paid for the months of July, August, and September 2021 (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 first quarter of 2021-22 (Chief Member Services Officer)

## 5.0 CSDA-RELATED ITEMS

- 5.1 **Review and discuss** CSDA business and activity (CSDA Chief Executive Officer)
- 5.2 **Approve** the 2022 Alliance Collaborative Opportunities and 2022 Marketing Plan (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)
- 5.4 **Review** of CSDA Committee Activity (Board President)

## 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:

- Property/Liability: Artesia Cemetery District
- Workers' Compensation: California Electronic Recording Transaction Network Authority

- 6.2 **Subject:**        **Claims Quarterly Review**

Presenter:        Debbie Yokota, Chief Risk Officer

Recommendations: Staff recommends the following actions:

- 1) **Receive and file** status report concerning open claims for the quarter ending September 30, 2021; and
- 2) **Approve** claims settlements as presented in the status report

6.3 **Subject:** **Policy Regarding Claims Settlement Authority and Claim Reporting Guidelines**

**Presenter:** Debbie Yokota, Chief Risk Officer

**Recommendation:** **Approve** Policy 2021-08 Regarding Claims Settlement Authority and Claim Reporting Guidelines

6.4 **Subject:** **Quarterly Review of Loss Prevention Activities**

**Presenter:** Enriqueta (Henri) Castro, Safety/Loss Prevention Manager

**Recommendation:** **Receive and file** the status report regarding safety and loss prevention efforts by SDRMA for the quarter ending September 30, 2021

6.5 **Subject:** **Policy Governing the Use of Trending in Determining Property Values**

**Presenter:** Ellen Doughty, Chief Member Services Officer

**Recommendation:** **Approve** Board Policy 2021-09 Governing the Use of Trending in Determining Property Values

6.6 **Subject:** **Contract Amendment with iFish Group, Inc.**

**Presenters:** Laura S. Gill, Chief Executive Officer  
Frank Ono, iFish Group, Inc.

**Recommendation:** **Authorize** the Board President to execute Amendment One to the Master Professional Services Agreement for Approved IT Projects and Services with The iFish Group, Inc. for an amount not to exceed \$426,000

6.7 **Subject:** **Policy Governing Director Elections and Appointments**

**Presenters:** C. Paul Frydendal, Chief Operating Officer

**Recommendation:** **Approve** Board Policy 2021-10 Guidelines for Director Elections, Director Appointments, and Creation of a Supervising Election Committee

6.8 **Subject:** **Review of Procedure for Appointments to Special District Leadership Foundation Board**

**Presenter:** David Aranda, Board Member

**Recommendation:** **Provide direction** to staff

6.9 **Subject:** **2022 Meeting, Conference, and Education Schedules**

**Presenter:** Laura S. Gill, Chief Executive Officer

**Recommendation:** **Adopt** the 2022 board meeting schedule, including specific direction concerning the August meeting

## 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.)

### **Morning Regular Session** **Wednesday, November 3, 2021 - 8:30 a.m.**

7.1 **Subject:** **FY 2022-23 Excess Insurance Outlook**

**Presenters:** Laura S. Gill, Chief Executive Officer  
Karl Snearer, President, Apex Insurance Services  
Doug Wozniak, Senior Vice President, Alliant Insurance Services

**Recommendation:** **Receive and file** presentation on the state of the excess insurance market with SDRMA's property and liability reinsurance brokers

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 investment report, LAIF Statement, Treasurer's Certification of Investments and Quarterly Cash Flow Sufficiency

7.3 **Subject:** **Annual Independent Financial Audit and Internal Controls Final Reports**

**Presenters:** C. Paul Frydendal, Chief Operating Officer  
Jennifer Chilton, Finance Manager  
James Marta, Partner, Jim Marta & Company LLP

**Recommendation:** **Receive and file** the Annual Independent Financial Audit, Report on Internal Controls, and Letter of Communication with Those Charged With Governance for the year ended June 30, 2021, as presented.

**Afternoon Regular Session**  
**Wednesday, November 3, 2021 - 1:30 p.m.**

7.4 **Subject:** **SDRG Captive –Delegation of Administrative Authority**

**Presenters:** Laura S. Gill, Chief Executive Officer  
Lorin Barker, Captive General Counsel, Kirton McConkie  
Brent A. Andrewsen, Captive General Counsel, Kirton McConkie

**Recommendation:** **Approve Resolution 2021-01** delegating authority to Laura S. Gill to act on behalf of the SDRG Board for certain administrative functions

7.5 **Subject:** **Property/Liability Claims Audit**

**Presenters:** Debbie Yokota, Chief Risk Officer  
Brian Stiefel, Praxis Consulting  
Tim Vincent, Praxis Consulting

**Recommendation:** **Receive and file** the Property/Liability Claims Audit, as presented

- 7.6 **Subject:** **Workers' Compensation Program Actuarial Report**
- Presenters:** Mike Harrington, President and Principal, Bickmore Actuarial  
C. Paul Frydendal, Chief Operating Officer
- Recommendation:** **Receive and file** the final version of the Workers' Compensation Program Actuarial Report by Bickmore Actuarial dated September 10, 2021
- 7.7 **Subject:** **Property/Liability Program Actuarial Report**
- Presenters:** Mike Harrington, President and Principal, Bickmore Actuarial  
C. Paul Frydendal, Chief Operating Officer
- Recommendation:** **Receive and file** the final version of the Property/Liability Program Actuarial Report by Bickmore Actuarial dated September 10, 2021
- 7.8 **Subject:** **Review of 2021 Legislative Session**
- Presenter:** Kyle Packham, Advocacy and Public Affairs Director, CSDA  
Laura S. Gill, Chief Executive Officer
- Recommendation:** **Receive and file** the end-of-session legislative update concerning legislation related to Workers' Compensation and Property/Liability Programs

**Closed Session**  
**Thursday, November 4, 2021 - 7:30 a.m.**

**8. OPPORTUNITY FOR PUBLIC TO ADDRESS CLOSED SESSION MATTERS**

**9. CLOSED SESSION**

- 9.1 Government Code § 54956.9(d)(2) – Conference with Legal Counsel – Anticipated Litigation: one case

9.2 Government Code § 54956.9(d)(1)- Conference with Legal Counsel – Existing Litigation

- Name of case: Special District Risk Management Authority, a Joint Powers Authority authorized by Government Code 6500 et seq. v. Munich Reinsurance America, Inc. et. al, U. S. District Court, California Eastern District, Court Case No. 2:20-CV-02404
- Name of case: Special District Risk Management Authority, a Joint Powers Authority authorized by Government Code 6500 et seq. v. City of Palmdale, a California charter city, Sacramento Superior Court Case No. 34-2020-00280343

9.3 Government Code § 54956.95 – Liability Claim

- Claimant: City of Pismo Beach  
Agency Claimed Against: San Luis Obispo Local Agency Formation Commission
- Claimant: Steven Bralley  
Agency Claimed Against: Cosumnes Community Services District

9.4 Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: Chief Executive Officer

9.5 Conference with Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency designated representative: Mike Scheafer, Board President  
Unrepresented employee: Chief Executive Officer

**10. ANNOUNCEMENT OF REPORTABLE ACTION IN CLOSED SESSION**

10.1 Oral recommendation regarding proposed changes to salary and /or fringe benefits of Chief Executive Officer

10.2 Discussion and possible approval of changes to salary and/or fringe benefits of Chief Executive Officer

10.3 **Approve** Employment Contract and **amend** Publicly Available Pay Schedule for Program Year 2021-22 to reflect any change to salary of Chief Executive Officer



## 11. REPORTS/COMMENTS/OTHER BUSINESS

11.1 Staff Reports and Updates

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

## 12. ADJOURNMENT

The next Board meeting will be held January 5-6, 2022 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:

- Board Officer elections
- Update: FY 2022-23 rate review

**Posted on October 28, 2021**



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.