

NORTHERN CALIFORNIA SPECIAL DISTRICTS INSURANCE AUTHORITY

GOVERNING BOARD MINUTES

Wednesday, January 27, 2021
10:00 A.M.

LOCATION: Teleconference

President Peter Hills called the meeting to order at 10:00 a.m.

The following member agency representatives were present:

AGENCY	ATTENDEE NAME	POSITION
Cosumnes CSD	Jeremy Edwards	Representative
Courtland FPD	David Welch	Representative
Higgins Area FPD	Absent	-
Lake Valley FPD	Steve Pavenage	Representative
Linda FPD	Kyle Heggstom	Representative
Pacific/Fruitridge FPD	Michael Miller	Representative
Penn Valley FPD	Kurt Grundel	Representative
Pine Grove CSD	Absent	-
Placer Hills FPD	Peter Hills	Representative
Sacramento Regional Fire/EMS	Ty Bailey	Representative
Wheatland Fire Authority	Art Paquette	Representative
Wilton FPD	Ron Fiorica	Alternate

Others present: Scott Schimke, Executive Director, NCSDIA; Melinda Robinson, Claims Manager NCSDIA; Cathy Mudd, Operations Manager, NCSDIA; Ryan Schimke, Accounting Technician, NCSDIA; Guests: Joe Pieksha, CPA, Crowe; Steve Nestico, CPA, Crowe; Carlos Oblites, SVP, Senior Portfolio Strategist, Chandler Asset Management; Neil Murthy, Relationship Manager, Chandler Asset Management

1. Welcome & Introductions

President Hills welcomed all to the virtual meeting. Roll call of attendee's performed by Melinda Robinson.

2. Nominations and Election of Officers for 2021

President Hills reviewed with the Board its current Officers and requested nominations for the new year.

Michael Miller made a motion to re-elect the following officers for 2021: President Peter Hills, Vice-President Kurt Grundel and Secretary/Treasurer Jeremy Edwards. David Welch seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Steve Pavenage, Ron Fiorica, David Welch, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

3. Appointment of Executive Committee for 2021

President Hills reviewed with the Board its current Executive Committee members.

Ron Fiorica made a motion to re-appoint the following 2021 Executive Committee members: Jeremy Edwards, Kurt Grundel, Peter Hills, David Welch and Art Paquette. Ty Bailey seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Steve Pavenage, Ron Fiorica, David Welch, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

4. Unscheduled Matters

There were no unscheduled matters.

5. Consent Agenda

- A. Approval of June 24, 2020 Governing Board Minutes.
- B. Reauthorize Treasurer's authority to reinvest, sell and exchange securities.
- C. Reaffirm NCSDIA Conflict of Interest Code

Michael Miller made a motion to approve the Consent Agenda. Kurt Grundel seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Steve Pavenage, Ron Fiorica, David Welch, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

6. Financial Audit as of June 30, 2020

Executive Director Scott Schimke introduced Joe Pieksza, CPA of audit firm Crowe and Steve Nestico, CPA of audit firm Crowe. Steve Nestico presented the financial audit as of June 30, 2020 to the Board.

Michael Miller made a motion to approve the audit. Kurt Grundel seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Steve Pavenage, Ron Fiorica, David Welch, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

7. Investment Advisor Presentation

Executive Director Scott Schimke introduced Carlos Oblites, SVP, Portfolio Strategist from Chandler Asset Management and Neil Murphy, Relationship Manager, Chandler Asset Management. Carlos an in-depth overview of the portfolio in addition he reviewed the proposed changes to the Investment Policy.

Board member Steve Pavenage left meeting at 10:36

Board member David Welch left meeting at 10:47

Kyle Heggstrom made a motion to approve the revised Investment Policy as presented. Jeremy Edwards seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Ron Fiorica, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

8. Approval of Bills and Financial Reports

Executive Director Scott Schimke advised the board that the wrong NCSDIA Bill report had been sent in the agenda. He noted that the corrected and current report would be presented in the April board meeting; he then reviewed the Financial report and the Investment report as of December 31, 2020.

Jeremy Edwards made a motion to approve the financial report and investment report as presented. Ron Fiorica seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Ron Fiorica, Peter Hills, Michael Miller, Kyle Heggstrom, Kurt Grundel, Jeremy Edwards.

Noes – none

9. Update Board Representation List

Executive Director Schimke reviewed with the Board the current board representation list, copies of which had been distributed with the board packets. He recommended that each member review these with their respective boards and notify NCSDIA office of changes.

Board member Kurt Grundel left meeting at 11:07

No action taken by the Board.

10. Executive Director Report

Executive Director Schimke reported on the following:

- 2021-22 Actuarial study in progress
- 2021/22 Excess WC rates from PRISM
- Covid-19 NCSDIA claims update
- Covid-19 material posted to NCSDIA website
- PRISM H.R. Hotline information

No action was taken by the Board.

11. 2019/2020 Final Contribution

Executive Director Schimke reviewed and discussed the dividend analysis for 2020/2021. He noted that no funds were available for a dividend per the Authority's Target Reserve Policy, therefore he recommended to the Board to fund the balance of 2020/21 as presented.

Ty Bailey made a motion to move ahead with the 2nd contribution installment. Michael Miller seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Ron Fiorica, Peter Hills, Michael Miller, Kyle Heggstrom, Jeremy Edwards.

Noes – none

12. Vector Solutions Annual Review

Executive Director Schimke discussed Vector Solutions 2020 Utilization Summary noting that this was a valuable service provided to NCSDIA members. Any members

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needing addition training on the system should contact him.

Board member David Welch re-entered meeting at 11:13

No action taken by the Board

13. Bill Review Agreement with 2CS Systems

Executive Director Schimke discussed the current issues occurring regarding the service of Medata, he then presented a proposed agreement to contract with Comprehensive Cost Solutions (2CS). He noted that they would be some additional costs regarding programming updates to the claims software.

Michael Miller made a motion to move to approve agreement plus the additional costs as presented. Ron Fiorica seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Art Paquette, Ty Bailey, Ron Fiorica, David Welch, Peter Hills, Michael Miller, Kyle Heggstrom, Jeremy Edwards.

Noes – none

14. Medata Savings Report

Executive Director Schimke discussed the Medata Savings Report for the calendar year ending December 31, 2020.

No action taken by the Board.

15. Future Board Meetings

Wednesday, April 28, 2021, Location TBD

Wednesday, June 30, 2021, Location TBD

16. Adjournment

Being no further business to discuss, President Hills adjourned the January 27, 2021 Governing Board Meeting of Northern California Special Districts Insurance Authority at 11:22 a.m.

Respectfully Submitted,
Scott Schimke, Executive Director