



GOVERNING BOARD MINUTES

Wednesday, June 28, 2023

11:00 A.M.

LOCATION: Zoom

President Peter Hills called the meeting to order at 11:03 a.m.

The following member agency representatives were present and confirmed by roll call:

AGENCY	ATTENDEE NAME	POSITION
Cosumnes CSD	Nou Vang	Alternate
Courtland FPD	Brad Whitney	Alternate
Higgins Area FPD	Absent	-
Lake Valley FPD	Steve Pevenage	Representative
Linda FPD	Absent	-
Pacific/Fruitridge FPD	Michael Miller (Joined at 11:05)	Representative
Penn Valley FPD	Don Wagner (Joined at 11:07)	Representative
Pine Grove CSD	Kevin McCann	Representative
Placer Hills FPD	Peter Hills	Representative
Sacramento Regional Fire/EMS	Troy Bair	Representative
Wheatland Fire Authority	Art Paquette	Representative
Wilton FPD	Absent	-

Others present: Scott Schimke, Executive Director, NCSDIA; Melinda Robinson, Claims Manager, NCSDIA; Jaheesha Griffin, Senior Claims Examiner, NCSDIA; Erica Forster, Executive Assistant, NCSDIA; Jennifer Chilton, CFO, James Marta & Company.

1. Welcome & Introductions

President Peter Hills welcomed all to the meeting.

2. Unscheduled Matters

There were no unscheduled matters.

3. Communication From the Public – Public Comment

There were no public comments.



4. Consent Agenda

A. Approval of April 26, 2023, Governing Board Minutes.

Kevin McCann made motion to approve the April 26, 2023 minutes. Troy Bair seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD

5. Approval of Bills and Financial Reports

Jennifer Chilton of James Marta & Company presented to the Board that there are no updates to the previously presented bills and financial reports. She advised the Board that updated financials would be sent to the Board in July.

- Bills: January 1, 2023 – March 31, 2023
- Financial reports as of March 31, 2023

No action was taken by the Board.

6. Contract for Auditor Services

Jennifer Chilton presented with the Board two auditor proposals. Staff's recommendation was to move forward with Moss Adams with a 3 year commitment and the right to terminate with a 30 day notice.

Michael Miller made motion to approve the recommendation as presented. Nou Vang seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD



7. Authorized Access to LAIF

Executive Director Schimke presented and reviewed with the Board Resolution Number 1223-1 adding Jennifer Chilton and Ritesh Sharma of James Marta & Company to the LAIF authorization list.

Don Wagner made motion to approve Resolution Number 1223-1. Troy Bair seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD

8. Executive Directors Report

Executive Director Schimke noted that the new claims software Origami will be rolling out in October. He noted that because of this software switch, Medcor will now be taking the place of CompanyNurse.

No action was taken by the Board.

9. Excess Coverage Costs for 23/24

Executive Director presented to the Board the 23/24 excess coverage costs that reflected the new 400k SIR. He recommended the Board approve these costs.

Michael Miller made motion to approve the 23/24 excess costs. Kevin McCann seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD

10. NCSDIA Actuarial Study for 23/24

Executive Director Schimke shared with the Board that there are no changes to the actuarial study since the last meeting.

Steve Pevenage made motion to approve the 23/24 actuarial study as presented. Michael Miller seconded the motion. Motion carried unanimously as follows:



Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD

11. Dividend Analysis for 23/24

Executive Director Schimke presented and reviewed with the Board NCSDIA's Capitol Target Policy and the projected funds available that could be used as a dividend. He noted that the staff recommendation is to postpone the dividends and re-evaluate at the January meeting.

No action taken by the Board.

12. Workers' Compensation Contributions 23/24

Executive Director Schimke presented staff's recommendation to adopt the rates as presented, bill the first six months as of 7/1/23 and to re-evaluate at the January board meeting.

Nou Vang made motion to approve the recommendation as presented. Don Wagner seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD

13. Final Budget for 23/24

Jennifer Chilton of James Marta & Company presented a projected 23/24 summary budget with a forecasted expense increase due to higher SIR, cost to administer claims, and cost of claims.

Michael Miller made motion to approve the 23/24 budget as presented. Troy Bair seconded the motion. Motion carried unanimously as follows:

Ayes – Board members Peter Hills, Kevin McCann, Steve Pevenage, Brad Whitney, Troy Bair, Art Paquette, Michael Miller, Don Wagner, and Nou Vang.

Noes – none

Absent – Higgins Area FPD, Linda FPD, Wilton FPD



14. CAJPA Fall Conference September 12-15, 2023

Executive Director Schimke shared with the Board CAJPA's fall conference dates.

No action taken by the Board.

15. Liability/Property Program Renewal 23/24

Executive Director Schimke presented to the Board the 23/24 VFIS Policy renewal.

No action taken by the Board.

16. Future Board Meetings

Wednesday, January 31, 2024 – Zoom

Wednesday, April 14, 2024 – TBD

Wednesday, June 26, 2024 - Zoom

17. Adjournment

Being no further business to discuss, Peter Hills adjourned the June 28, 2023 Governing Board Meeting of Northern California Special Districts Insurance Authority at 11:41 p.m.