



MINUTES  
EXECUTIVE MANAGEMENT  
TEAM  
October 13<sup>th</sup>,2022- 10:00 A.M.

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**I. OPENING BUSINESS**

**A. CALL PUBLIC SESSION TO ORDER**

The meeting was called to order at 10:09 a.m. by Janelle Bryson, President.

**B. ROLL CALL:**

**Executive Management Team:** Janelle Bryson, Kevin Hatch, Eduardo Martinez, Justin Miller, Charlotte Wilson, Sandon Schwartz, Lori Villanueva, Steve McClain, by teleconference.

**Administration:**

Alan Caeton, Larry Chow, Nick Kovacevich, Jeff Pierce and Lisa Perez

**Members Absent:** Anthony Hernandez, Roberto Gutierrez, and Randall Seals

**Others in attendance:** Marcie Guthrie, Jeffie Hickman, and Ryan Kilby

- C. Discussion and Approval of Agenda. The board moved to approve the agenda as presented.

**Motion:** Lori Villanueva      **Seconded:** Charlotte Wilson  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**

- D. Discussion and Approval of Minutes of the June 21<sup>st</sup>,2022 EMT Meeting. The board moved to approve the minutes of previous meeting.

**Motion:** Lori Villanueva      **Seconded:** Kevin Hatch  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**

**II. COMMUNICATIONS FROM THE PUBLIC:**

NONE

**III. INFORMATION ONLY ITEMS:**

- A. 10 Year Claims Review presented by Alan Caeton JPA claims severity up.
- B. Larry Chow presented Claims Review/WC totals for the JPA. Entire group is trending in a good direction.
- C. The Administrator discussed the KYND-CYBER Alert Service.
- D. Discussion of Property Excess Coverage and Alternative w/SPA, the administrator discussed possibility moving property coverage to SPA.
- E. Discussion of CRMA Website, all members now have access to all forms.

- F. Jeff Pierce discussed the Insurance Trends-JPA Requirements on Student/Teacher Boundaries.

**IV. DISCUSSION AND ACTION ITEMS:**

- A. **Discussion and Approval of the Financial Report as of September 30<sup>th</sup>,2022.**  
The board moved to approve the financial report as presented.  
**Motion:** Charlotte Wilson **Seconded:** Lori Villanueva  
**Vote: (Ayes 8, Noes 0, Absent 3, 0)**
- B. **Discussion and Approval of Property & Liability Actuarial Draft Report Ending June 30<sup>th</sup>,2022.** The board moved to approve the property & liability actuarial draft report ending June 30<sup>th</sup>,2022 as presented.  
**Motion:** Charlotte Wilson **Seconded:** Eduardo Martinez  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**
- C. **Discussion and Approval of Worker's Compensation Actuarial Draft Report Ending June 30<sup>th</sup>,2022.** The board moved to approve the worker's compensation actuarial draft report ending June 30<sup>th</sup>,2022 as presented.  
**Motion:** Charlotte Wilson **Seconded:** Lori Villanueva  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**
- D. **Discussion and Approval of Round Table for Insurance Requirements and Special Event Policy, and Booster Club Coverage.** The board moved to approve the Roundtable in November of 2022 as presented.  
**Motion:** Charlotte Wilson **Seconded:** Lori Villanueva  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**

**V. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

- A. **ACTION ITEM:**  
**None**

**VI. CLOSED SESSION**

- A. **Open P & L claims activity report, presented by Alan Caeton.**  
B. **RMA-001698**

**VII. RECONVENE IN OPEN SESSION**

- A. **DISCUSSION** Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 11:52 a.m.
- B. **Report Action Taken in Closed Session**

**RMA-001698** The board moved to approve the settlement authority as presented.  
**Motion:** Justin Miller **Seconded:** Lori Villanueva  
**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)**

**VIII. ADVANCED PLANNING**

- A. The next **EMT Meeting** is scheduled for:

Fort Washington C.C  
Location

January 26<sup>th</sup>,2023 at 10:00 a.m.  
Date & Time

**IX. ADJOURNMENT-** The meeting was adjourned at 11:56 a.m.

**Motion:** Lori Villanueva **Seconded:** Charlotte Wilson

**Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0**