



**MINUTES**  
**Executive Management Team Meeting**  
**September 27<sup>th</sup>,2016 10:00 a.m.**

**I. OPENING BUSINESS**

**A. CALL PUBLIC SESSION TO ORDER**

The meeting was called to order at 10:02 am by Mr. Kelly Porterfield, President.

**B. ROLL CALL:**

**Executive Management Team:**

Kelly Porterfield, Jim Allen, Kate Knutson, Darren Sylvia, Kent Albertson, Kevin Edwards, Leonard Kahn, Nathan Rose, Andy Alvarado, and LeAnn Nowlin

**Administration:**

Alan Caeton, Brett Caeton, Larry Chow, Nick Kovacevich, Debbie Smith, Lisa Perez and Carmen Urena

**Other Members in Attendance:**

Emily Anderson, Charlotte Kelsey and James Bushman

**Members Absent:**

Janelle Mehling

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

**Motion:** Andy Alvarado      **Seconded:** James Bushman

**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

**D. Discussion and Approval of Minutes of the May 25<sup>th</sup>,2016 EMT Meeting. The board moved to approve the minutes of previous meeting.**

**Motion:** Andy Alvarado      **Seconded:** Jim Allen

**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

**II. COMMUNICATIONS FROM THE PUBLIC:**

NONE

**III. DISCUSSION AND ACTION ITEMS:**

**A. Discussion and Approval of Financial Report as of August 31<sup>st</sup>,2016) The board moved to approve the financial report as presented.**

**Motion:** James Bushman      **Seconded:** Darren Sylvia

**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

**B. Discussion and Approval of Actuarial Draft Report ending June 30<sup>th</sup>,2016) The board moved to approve the actuarial draft report as presented.**

**Motion:** James Bushman      **Seconded:** Andy Alvarado

**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

**IV. INFORMATION ONLY ITEMS**

- A. Larry Chow discussed the current status on worker's compensation claims and the 10-year history Indemnity and Litigated worker's compensation claims.
- B. The Administrator discussed with the EMT members that the JPA is in compliance with the state.

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

- A. **ACTION ITEM:**  
None

**VI. CLOSED SESSION**  
**THERE WERE NO ITEMS FOR CLOSED SESSION**

**VII. RECONVENE IN OPEN SESSION**  
NONE

**VIII. ADVANCED PLANNING**

- A. Next Regular meeting date: January 18<sup>th</sup>,2017 @11:00 A.M.

**IX. ADJOURNMENT** - The meeting was adjourned at 10:31 a.m.