



MINUTES
Executive Management Team Meeting
January 17th, 2018 10:00 a.m.

I. OPENING BUSINESS

II.

A. CALL PUBLIC SESSION TO ORDER

The meeting was called to order at 10:07 am by Mr. Kelly Porterfield, President.

B. ROLL CALL:

Executive Management Team:

Darren Sylvia, Kate Knutson, Andrew Alvarado, Kent Albertson, Eduardo Martinez, Janelle Mehling, James Bushman, Kelly Porterfield, and Martin Macias.

Administration:

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

Other Members in Attendance:

Charlette Kelsey, Roger Leach, Ryan Kilby, and Maureen Hester

Members Absent: Lori Villanueva, and Cecelia Greenberg

Guest: Maggie Jaltorossian, Lauren Dionne, Intercare Holdings Insurance Services, Inc Rod Webster, Jeff Fluharty, Beau Sweeney, Wells Fargo Trust

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

Motion: Andy Alvarado **Seconded:** Eduardo Martinez
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

D. Discussion and Approval of Minutes of the September 19th, 2017 EMT Meeting. The board moved to approve the minutes of previous meeting.

Motion: Kent Albertson **Seconded:** Darren Sylvia
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

**III. COMMUNICATIONS FROM THE PUBLIC:
NONE**

IV. DISCUSSION AND ACTION ITEMS:

A. Discussion and Approval of the Financial Report as of December 31st, 2017

The board moved to approve the financial report as presented.

Motion: Janelle Mehling **Seconded:** Darren Sylvia
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

B. Discussion and Approval of 2016-2017 Financial Statements and Independent Auditor's Report. The board moved to approve the financial statement and independent auditor's report as presented.

Motion: Kate Knutson **Seconded:** Janelle Mehling
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)

- C. **Discussion and Approval of Actuarial Report ending June 30th,2017)** The board moved to approve the actuarial report as presented.
Motion: Andy Alvarado **Seconded:** Janelle Mehling
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)
- D. **Discussion and Approval Fit for Duty Requirements and Practices.** The board moved to table for the next EMT Meeting on March 14th,2018.
- E. **Discussion and Approval on Post Offer Cumulative Trauma Testing by Job Descriptions.** The board moved to table for the next EMT Meeting on March 14th,2018.

V. INFORMATION ONLY ITEMS

- A. Maggie Jaltrossian presented the Stewardship Review Report for the 2016-2017 she reviewed the Executive Summary, the New Claims Reported in 2016-2017.Average paid per Medical. Also discussed the New Claims Comparison, Claims Status, Industry Experience, Medical only Claims, Indemnity Claims, Denial & Litigations Ratios, Payment Distribution, Medical Review, Special Investigations Unit, Case Management and the program goals for 2017-2018.
- B. Update and Status of Investment Portfolio. The guests from Wells Fargo Bank discussed additional services in managing the JPA's investments along with presenting of their Fixed Income Portfolio Diagnostic that they prepared for CRMA. This portfolio analyzed funds invested at Wells Fargo and Citizens Trust.
- C. Larry Chow presented Claims Review/WC totals for the JPA.
- D. Alan Caeton informed the members that University High School only filed a notice of intent to withdrawal from CRMA II.

VI. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- A. **ACTION ITEM:**
None

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

**VIII. RECONVENE IN OPEN SESSION
NONE**

IX. ADVANCED PLANNING

- A. Next EMT Meeting is Scheduled for:

Fort Washington C.C.
Location

March 14th, 2018 at 10:00 a.m.
Date & Time

X. ADJOURNMENT

The meeting was adjourned at 12:02 p.m. The board moved to adjourn the meeting.
Motion: Janelle Mehling **Seconded:** Andy Alvarado
Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)