



MINUTES  
EXECUTIVE MANAGEMENT TEAM  
September 26th, 2018- 11:00 A.M.

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I. OPENING BUSINESS

II.

A. CALL PUBLIC SESSION TO ORDER

The meeting was called to order at 11:14 a.m. by Mr. Kelly Porterfield, President.

B. ROLL CALL:

**Executive Management Team:** Joannie Lumbra, Kate Knutson, Maureen Hester, Kent Albertson, Eduardo Martinez, Jeffie Hickman, Kelly Porterfield, Charlotte Kelsey, Martin Macias and Lucy Roger by telephone

**Administration:**

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

**Other Members in Attendance:**

Carmen Tharp, Roger Leach, Anthony Hernandez, and Ryan Kilby

**Members Absent:** Janelle Mehling

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

**Motion:** Charlotte Kelsey      **Seconded:** Kent Albertson

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

D. Discussion and Approval of Minutes of the May 30<sup>th</sup>, 2018 EMT Meeting. The board moved to approve the minutes of previous meeting.

**Motion:** Kent Albertson      **Seconded:** Charlotte Kelsey

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

III. COMMUNICATIONS FROM THE PUBLIC:

NONE

IV. INFORMATION ONLY ITEMS:

A. 10 Year Claims Review presented by Alan as of 08-31-18. JPA totals very good for year. Claim severity up.

B. The Administrator discussed the Checking and Union Bank Investments accounts .

**V. DISCUSSION AND ACTION ITEMS:**

- A. **Discussion and Approval of the Financial Report as of August 31<sup>st</sup>,2018**  
The board moved to table for the next EMT Meeting on January 23<sup>rd</sup>,2019 for clarification of \$200,000.  
**Motion:** Luci Rogers    **Seconded:** Charlotte Kelsey  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**
  
- B. **Discussion and Approval of Actuarial Report ending June 30<sup>th</sup>,2018.** The board moved to table for the next EMT Meeting on January 23<sup>rd</sup>,2019.  
**Motion:** Luci Rogers    **Seconded:** Charlotte Kelsey  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**
  
- C. **Discussion and Approval to nominate a new Vice President.** The board moved unanimously moved to approve Kent Albertson as the new Vice President.

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

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

**VII. CLOSED SESSION**

- A. **Open P & L Claims activity report:**
- B. **Liability Claims**
  - i. RMA-001628
  - ii. RMA-001578
  - iii. RMA-001634
  - iv. RMA-001597

**VIII. RECONVENE IN OPEN SESSION**

- A. **DISCUSSION Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 12:07 p.m.**
  
- B. **Report Action Taken in Closed Session**
  - i. **RMA-001628-** The board moved to approve the settlement authority as as presented:  
**Motion:** Kent Albertson    **Seconded:** Maureen Hester  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**
  
  - ii. **RMA-001578-** The board moved to approve the settlement authority as as presented with provision relinquishing the plaintiff's ability for rehire:  
**Motion:** Eduardo Martinez    **Seconded:** Charlotte Kelsey  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**
  
  - iii. **RMA-001634-** The board moved to approve the settlement authority as as presented:  
**Motion:** Kate Knutson    **Seconded:** Kent Albertson  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

- iv. **RMA-001597-** The board moved to approve the settlement authority as presented:  
**Motion:** Maureen Hester      **Seconded:** Charlotte Kelsey  
**Vote: (Ayes 10, Noes 0, Absent 1, Abstain 0)**

#### **IX. ADVANCED PLANNING**

- A. The Next EMT Meeting is scheduled for January 23<sup>rd</sup>, 2019@ 11:00 a.m. Fort Washington C.C.

**X. ADJOURNMENT** - The meeting was adjourned at 12:10 p.m.