



MINUTES
EXECUTIVE MANAGEMENT
TEAM
March 23rd, 2023- 10:00 A.M.

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I. OPENING BUSINESS

A. CALL PUBLIC SESSION TO ORDER

The meeting was called to order at 10:05 a.m. by Janelle Bryson, President.

B. ROLL CALL:

Executive Management Team: Janelle Bryson, Justin Miller, Kevin Hatch, Joseph Aiello, Eduardo Martinez, Randall Seals, Jack Kelejian, and Charlotte Wilson

Administration:

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

Members Absent: Anthony Hernandez, Roberto Gutierrez, and Lori Villanueva

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

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

Motion: Charlotte Wilson **Seconded:** Eduardo Martinez

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

- D. Discussion and Approval of Minutes of the January 26th, 2023 EMT Meeting. The board moved to approve the minutes of previous meeting.

Motion: Charlotte Wilson **Seconded:** Jack Kelejian

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 Jeff Pierce JPA claims severity up.
- B. Larry Chow presented Claims Review/WC totals for the JPA. Entire group is trending same level and loss rate is down.
- C. The Administrator discussed insurance renewal advising the members of the property rate increase of 20% and the increase of 10% for the liability.
- D. The Administrator discussed the projected rate WC for the upcoming renewal.
- E. The administrator discussed the Cyber Application deadline for the upcoming renewal.

- F. Discussion regarding D.O.T. Services will now be handled by Drugtech Toxicology Services.
- G. The risk managers discussed the services they offer and about setting up a Roundtable for Security.

IV. DISCUSSION AND ACTION ITEMS:

- A. **Discussion and Approval of the Financial Report as of February 28th, 2023.**
The board moved to approve the financial report as presented.
Motion: Randall Seals **Seconded:** Justin Miller
Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)
- B. **Discussion and Approval of the Independent Auditor's Report.**
The board moved to approve the independent auditor's report as presented.
Motion: Charlotte Wilson **Seconded:** Jack Kelejian
Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)
- C. **Discussion and Approval of adding 2 Independent Charters.**
The board moved to table of adding the 2 the independent charter until the administrator gets more additional facts.
Motion: Joe Aiello **Seconded:** Jack Kelejian
Vote: (Ayes 8, Noes 0, Absent 3, Abstain 0)
- D. **Discussion and Approval of the Administrators Contract for 2023-2026.**
The board moved to approve the administrators contract as presented.
Motion: Joe Aiello **Seconded:** Jack Kelejian
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 Jeff Pierce.**
- B. **RMA-001952**
- C. **RMA-001993**
- D. **RMA-002027**

VII. RECONVENE IN OPEN SESSION

- A. **DISCUSSION Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 11:29 a.m.**
- B. **Report Action Taken in Closed Session**

RMA-001952 The board moved to approve the settlement authority as presented.

Motion: Charlotte Wilson **Seconded:** Joe Aiello

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

RMA-001993 The board moved to approve the settlement authority as presented.

Motion: Justin Miller **Seconded:** Randall Seals

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

RMA-002027 The board moved to approve the settlement authority as presented.

Motion: Justin Miller **Seconded:** Randall Seals

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

VIII. ADVANCED PLANNING

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

<u>Fort Washington C.C</u>	<u>June 27th at 10:00 a.m.</u>
Location	Date & Time

- B. The next **Board of Director's Meeting** is scheduled for:

<u>Fort Washington C.C</u>	<u>June 27th, 2023 at 11:00 a.m.</u>
Location	Date & Time

IX. ADJOURNMENT- The meeting was adjourned at 11:41 a.m.

Motion: Charlotte Wilson **Seconded:** Eduardo Martinez

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