



MINUTES  
EXECUTIVE MANAGEMENT  
TEAM  
June 27<sup>th</sup>,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 10:00 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, Charlotte Wilson, and Anthony Hernandez

**Administration:**

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

**Members Absent:** Roberto Gutierrez, and Lori Villanueva

**Others in attendance:** Jeffie Hickman, Ryan Kilby, Deena Hergle, Steve Rosa, Nick Von Flue, and Jeffie Hickman

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

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

**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**

- D. Discussion and Approval of Minutes of the March 23<sup>rd</sup>,2023 EMT Meeting. The board moved to approve the minutes of previous meeting.

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

**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**

**II. COMMUNICATIONS FROM THE PUBLIC:**

NONE

**III. INFORMATION ONLY ITEMS:**

- A. 10 Year Claims Review presented by Jeff Pierce JPA claims frequency is up.
- B. Nick Kovacevich presented Claims Review/WC totals for the JPA. Entire group is trending same level and loss rate is down.

**IV. DISCUSSION AND ACTION ITEMS:**

- A. **Discussion and Approval of the Financial Report as of May 31<sup>st</sup>,2023.**  
The board moved to approve the financial report as presented.  
**Motion:** Charlotte Wilson      **Seconded:** Eduardo Martinez  
**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**
  
- B. **Discussion and Approval of Property & Liability Proposed Renewal and Contributions.** The board moved to approve the proposed property & liability renewal contributions as presented.  
**Motion:** Charlotte Wilson      **Seconded:** Anthony Hernandez  
**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**
  
- C. **Discussion and Approval of Workers Compensation Proposed Renewal and Contributions.** The board moved to approve the proposed workers compensation renewal contributions as presented.  
Charlotte Wilson      **Seconded:** Eduardo Martinez  
**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**
  
- D. **Discussion of Builders Risk Insurance.** The board moved to table the discussion pending procedure guidelines from the Administrator.
  
- E. **Discussion of WeTip Program.** The board moved to table further discussion until the January 25<sup>th</sup>,2024 meeting. Jeff Pierce to present follow up.
  
- F. **Discussion of Workability Program.** Debbie Smith discussed the liability exposure. Districts handle case by case leaning to discontinue the program.
  
- G. **Discussion on Charter Bus Contracts.** Debbie Smith discussed consistent standard JPA charter bus agreement for use by members, and get clarification from the Attorney Paul Auchard.

**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-002087 (CAT No: 2329 MCUSD)**
- C. **RMA-001947**

**VII. RECONVENE IN OPEN SESSION**

- A. **DISCUSSION Adjourn Closed Session and Reconvene Open Session - The Meeting was reconvened at 11:51 a.m.**
  
- B. **Report Action Taken in Closed Session**

**RMA-002087** The board moved to approve the settlement authority as as presented. **Motion:** Randy Seals      **Seconded:** Justin Miller  
**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**

**RMA-001947** The board moved to approve the settlement authority as as presented. **Motion:** Justin Miller      **Seconded:** Charlotte Wilson  
**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**

#### VIII. ADVANCED PLANNING

**A. Scheduled dates for the next 2023-2024 EMT Meetings:**

**1<sup>st</sup> Quarter – September 7<sup>th</sup>,2023**

**2<sup>nd</sup> Quarter- January 25<sup>th</sup>, 2024**

**3<sup>rd</sup> Quarter- March 21<sup>st</sup> 2024**

**4<sup>th</sup> Quarter- June 6<sup>h</sup>, 2024**

**Board of Directors Meeting –June 6<sup>th</sup>,2024**

**B.**

**IX. ADJOURNMENT-** The meeting was adjourned at 11:52 a.m.

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

**Vote: (Ayes 9, Noes 0, Absent 2, Abstain 0)**