



Approved 6.4.18

## Executive Committee Meeting

Sheraton Hotel – Sacramento  
1230 J Street  
Sacramento, CA 95814  
(916) 447-1700

**May 7, 2018**

### MEMBERS PRESENT

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Chairman: E.G. “Jerry” Gladbach, Santa Clarita Valley Water Agency  
Vice-chair: Thomas A. Cuquet, South Sutter Water District  
David Drake, Rincon del Diablo Municipal Water District  
David T. Hodgins, Scotts Valley Water District  
W.D. “Bill” Knutson, Yuima Municipal Water District  
Steven E. LaMar, Irvine Ranch Water District, ACWA Vice President  
Melody A. McDonald, San Bernardino Valley Water Conservation District  
J. Bruce Rupp, Humboldt Bay Municipal Water District  
Kathleen Tieggs, Cucamonga Valley Water District

### MEMBERS ABSENT

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None.

### STAFF PRESENT

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See attendance list.

### OTHERS IN ATTENDANCE

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See attendance list.

### WELCOME

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Chairman Gladbach welcomed everyone in attendance.

### CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

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Chairman Gladbach called the meeting to order at 10:16 a.m. a.m. He announced there was a quorum.

### PLEDGE OF ALLEGIANCE/EVACUATION PROCEDURES

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Chairman Gladbach led the Pledge of Allegiance and Mr. Sells gave the evacuation procedure instructions.

## **ANNOUNCEMENT RECORDING OF MEETING**

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Chairman Gladbach announced that the meeting would be recorded to assist in preparation of minutes. Recordings are only kept 30 days following the meeting, as mandated by the California Brown Act.

## **PUBLIC COMMENT**

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Chairman Gladbach noted that, as the agenda stated, members of the public would be allowed to address the Executive Committee on any agenda item prior to the Committee's decision on that item. Comments on any issues on the agenda, or not on the agenda, were also welcomed. No comments were brought forward.

## **INTRODUCTIONS**

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Chairman Gladbach introduced the Committee members, staff, and guests in attendance.

## **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

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Chairman Gladbach asked for any additions to, or deletions from, the agenda; staff had none.

## **CONSENT AGENDA**

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Chairman Gladbach called for approval of the Consent Agenda:

M/S/C (McDonald/Drake) (Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hodgin-Yes; Knutson-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee approve the minutes of the March 20, 2018 meeting; JPIA Pay Schedule for CalPERS; and approve the JPIA disbursements of:

Vendor Payments, Employee Benefits Claim Payments, Payroll, and summary of confidential claims payments for the Liability, Property, & Workers' Compensation Programs: March 1-15, 2018; and March 16-31, 2018.

## **ADMINISTRATION**

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### Meetings attended on behalf of the JPIA

No meetings were noted other than the RSF check deliveries listed.

### RSF Check Deliveries

Mr. Sells explained that this year, the JPIA refunded \$6.7 million to 195 member agencies. The JPIA's Executive Committee, and key staff, presented refunds to 56 member agency Board meetings during the months of March and April. In addition to the refund presentations at Board meetings, the risk management staff delivered refund checks to many of the districts that they service. A list of the scheduled deliveries was in the packet for reference.

## Board Training Survey

Mr. Greenfield reported that the Executive Committee directed staff to research the feasibility of offering training to Board members in order to reduce liability in employment practices claims. JPIA staff worked to develop the questions to include in a survey of Board members and agency staff regarding the training needs for Board members. On March 22<sup>nd</sup>, a link was sent to all JPIA Board representatives, and the following day to all general managers and human resource contacts.

A summary of the findings was included in the packet. The top responses were:

- Topics Requested: *Knowing Your Role: Director Boundaries* and *Brown Act*
- One third of Board members willing to travel for training but within an hour
- ACWA Regional meeting and Annual Conference seem to be most desired events at which to deliver the training
- Majority would attend webinar training

Staff was currently working to determine if and how to support the training needs of this geographically dispersed audience. Staff will update the Executive Committee as determinations are made.

## **PROGRAMS**

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### Employee Benefits Program Committee

Committee Chairman Rupp reported on the recommendations of the Employee Benefits Program Committee's meeting on April 4, 2018. The following action items were presented to the Executive Committee for approval:

M/S/C (Rupp/Knutson) (Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hodgins-Yes; Knutson-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes):  
That the Executive Committee accept the recommendation of the Employee Benefits Program Committee to approve changing the reserve goal to \$19.2 million.

### Workers' Compensation Program Committee

Committee Chairman Knutson reported on the recommendations of the Workers' Compensation Program Committee's meeting on May 7, 2018. The following action items were presented to the Executive Committee for approval:

M/S/C (Knutson/Drake) (Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hodgins-Yes; Knutson-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes):  
That the Executive Committee accept the recommendation of the Workers' Compensation Program Committee to approve no changes to the pricing for the Workers' Compensation Program for policy year 7/1/18-19.

## MEMBERSHIP

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### Chino Basin Desalter Authority

Ms. Kyburz presented Chino Basin Desalter Authority's application into the Liability, Property, and Workers' Compensation Programs. The Authority is a Joint Powers formed between Jurupa Community Services District, Santa Ana River Water Company, the Cities of Chino, Chino Hills, Norco and Ontario, Western Municipal Water District, and Inland Empire Utilities Agency. Chino Basin Desalter Authority purifies groundwater extracted from the lower Chino Basin and distributes the drinking water to its member agencies. There are six employees, and eight Board of Directors.

There have been no Liability, Property, or Workers' Compensation losses during the past five years.

M/S/C (Hodgin/Drake) (Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hodgin-Yes; Knutson-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes):  
That the Executive Committee approve Chino Basin Desalter Authority's application for admission into the Liability, Property, and Workers' Compensation Programs.

### South Tahoe Public Utility District

Ms. Watkins presented South Tahoe Public Utility District's application into the Property Program. The District supplies drinking water and provides sewage collection, treatment, and export. The District's service area includes portions of El Dorado County within the Tahoe Basin.

By joining the JPIA Property Program, the District is able to obtain both Flood and Earthquake coverage for all scheduled assets in one program. The South Tahoe Public Utility District board has already authorized staff to move to the JPIA Property Program.

M/S/C (Rupp/Cuquet) (Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hodgin-Yes; Knutson-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes):  
That the Executive Committee approve South Tahoe Public Utility District's application for admission into the Property Program.

## MISCELLANEOUS

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Future agenda items: None stated.

Availability for next meeting: July 9, 2018; no conflicts noted.

The Executive Committee meeting adjourned at 11:03 a.m.

Attest:

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E. G. "Jerry" Gladbach  
Chairman

X

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Walter A. Sells  
Secretary

## EXECUTIVE COMMITTEE MEETING ATTENDEES

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| <u>District / Organization</u>             | <u>First Name</u> | <u>Last Name</u> | <u>Position</u>                   |
|--|-------------------|------------------|-----------------------------------|
| ACWA JPIA                                  | Carol             | Barake           | Risk Management Manager           |
| ACWA                                       | Tiffany           | Giammona         | Director of Member Outreach       |
| ACWA JPIA                                  | Kristan           | Brown            | Administrative Assistant II       |
| ACWA JPIA                                  | Chimene           | Camacho          | HR Coordinator                    |
| ACWA JPIA                                  | Sarah             | Crawford         | Training Specialist               |
| ACWA JPIA                                  | David             | deBernardi       | Director of Finance               |
| ACWA JPIA                                  | Robin             | Flint            | Sr. Risk Management Advisor       |
| ACWA JPIA                                  | Robert            | Greenfield       | General Counsel                   |
| ACWA JPIA                                  | Debbie            | Kyburz           | Lead Member Services Rep.         |
| ACWA JPIA                                  | Ethan             | Larson           | Administrative Assistant I        |
| ACWA JPIA                                  | Jennifer          | Nogosek          | Liability/Property Claims Manager |
| ACWA JPIA                                  | Sylvia            | Robinson         | Publications & Web Editor         |
| ACWA JPIA                                  | Andy              | Sells            | Chief Executive Officer           |
| ACWA JPIA                                  | Sandra            | Smith            | Employee Benefits Manager         |
| ACWA JPIA                                  | Dianna            | Sutton           | Finance Manager                   |
| ACWA JPIA                                  | Karen             | Thesing          | Director of Insurance Services    |
| ACWA JPIA                                  | Melody            | Tucker           | Work Comp Claims Manager          |
| ACWA JPIA                                  | Chuck             | Wagenseller      | Cost Estimator Risk Mgmt Advisor  |
| ACWA JPIA                                  | Nidia             | Watkins          | Member Services Rep. II           |
| ACWA JPIA                                  | Bobbette          | Wells            | Executive Assistant to the CEO    |
| ACWA JPIA                                  | Cece              | Wuchter          | Sr. Claims Examiner               |
| Bard Water District                        | Bill              | Scott            | Board Member                      |
| Bella Vista Water District                 | Jim               | Smith            | Director                          |
| Byron Bethany Irrigation District          | Rick              | Gilmore          | General Manager                   |
| Calleguas Municipal Water District         | Thom              | Slosson          | Alternate Director                |
| Calleguas Municipal Water District         | Scott             | Quady            | Director                          |
| Chino Basin Watermaster                    | Bob               | Kuhn             | Director                          |
| Chino Basin Desalter Authority             | Curtis            | Paxton           | General Manager/CEO               |
| Collins Collins Muir & Stewart             | James             | Jardin           | Attorney                          |
| Contra Costa Water District                | Bette             | Boatmun          | Director                          |
| Cucamonga Valley Water District            | Carrie            | Corder           | Assistant General Manager         |
| Cucamonga Valley Water District            | Roberta           | Perez            | HR Manager                        |
| Donahue Davies, LLP                        | Kayla             | Villa            | Attorney                          |
| El Dorado Irrigation District              | Michael           | Rafferty         | Director                          |
| El Toro Water District                     | Fred              | Adajarian        | Director                          |
| Elsinore Valley Municipal Water District   | Phil              | Williams         | Director                          |
| Florin Resource Conservation District/EGWD | Amber             | Kavert           | Administrative Assistant          |
| Florin Resource Conservation District/EGWD | Stefani           | Phillips         | Board Secretary                   |
| Florin Resource Conservation District/EGWD | Mark              | Madison          | General Manager                   |
| Fresno Metropolitan Flood Control District | Ken               | Groom            | Director                          |
| Fresno Metropolitan Flood Control District | Alan              | Hoffman          | General Manager                   |
| Friant Power Authority                     | Carl              | Janzen           | Director                          |
| Helix Water District                       | Jennifer          | Bryant           | Director of Administration        |
| Henry Miller Reclamation District No. 2131 | Palmer            | McCoy            | Executive Assistant               |
| Henry Miller Reclamation District No. 2131 | Douglas           | Goodman          | Director                          |
| Hi-Desert Water District                   | Roger             | Mayes            | Director                          |
| Humboldt Bay Municipal Water District      | John              | Friedenbach      | General Manager                   |

| <u>District / Organization</u>                    | <u>First Name</u> | <u>Last Name</u> | <u>Position</u>                 |
|---|-------------------|------------------|---------------------------------|
| Kern County Water Agency                          | Charles           | Wulff            | Director                        |
| Kings River Conservation District                 | Randy             | Shilling         | AGM/Alternate Director          |
| La Habra Heights County Water District            | Pam               | McVicar          | Director                        |
| La Puente Valley County Water District            | Greg              | Galindo          | General Manager                 |
| La Puente Valley County Water District            | William           | Rojas            | Director                        |
| Madera Irrigation District                        | Carl              | Janzen           | Director                        |
| Madera-Chowchilla Water & Power Authority         | Carl              | Janzen           | Director                        |
| Mid-Peninsula Water District                      | Tammy             | Rudock           | General Manager                 |
| Mid-Peninsula Water District                      | Matthew           | Zucca            | Director                        |
| Monterey One Water District                       | Gloria            | DeLaRosa         | Director                        |
| Palmdale Water District                           | Joe               | Estes            | Director                        |
| Palmdale Water District                           | Dennis            | LaMoreaux        | General Manager                 |
| Placer County Water Agency                        | Ed                | Horton           | Consultant                      |
| Rancho California Water District                  | Carol Lee         | Brady            | Director                        |
| Rancho California Water District                  | Tom               | Marcoux          | Safety & Risk Officer           |
| Rancho California Water District                  | Eva               | Plajzer          | Assistant General Manager       |
| Rancho California Water District                  | William           | Plummer          | Director                        |
| Rio Alto Water District                           | Dave              | Anders           | President                       |
| Rio Linda/Elverta Community Services District     | Paul              | Green            | Director                        |
| Rosamond Community Services District              | Byron             | Glennan          | Director                        |
| Rowland Water District                            | Tom               | Coleman          | General Manager                 |
| Rowland Water District                            | Robert            | Lewis            | Director                        |
| Sacramento Suburban Water District                | Dan               | York             | General Manager                 |
| San Bernardino Valley Municipal Water District    | Steve             | Copelan          | Director                        |
| San Bernardino Valley Water Conservation District | Milford           | Harrison         | Director                        |
| San Dieguito Water District                       | Jace              | Schwarm          | Risk Manager/Alternate Director |
| San Gabriel Basin Water Quality Authority         | Bob               | Kuhn             | Director                        |
| San Geronio Pass Water Agency                     | Leonard           | Stephenson       | Director                        |
| Solano Irrigation District                        | Cary              | Keaten           | General Manager                 |
| South Coast Water District                        | Dennis            | Erdman           | Director                        |
| South Tahoe Public Utility District               | Jim               | Jones            | Director                        |
| Sunnyslope County Water District                  | Judi              | Johnson          | Director                        |
| Tehachapi-Cummings County Water District          | Jonathan          | Hall             | Director                        |
| Tehachapi-Cummings County Water District          | Tom               | Neisler          | General Manager                 |
| Three Valleys Municipal Water District            | Brian             | Bowcock          | Director                        |
| Tuolumne Utilities District                       | Jim               | Grinnell         | Director                        |
| Upper San Gabriel Valley Municipal Water District | Alfonso           | Contreras        | Director                        |
| Vallecitos Water District                         | Hal               | Martin           | Director                        |
| Vallecitos Water District                         | Thomas            | Scaglione        | Finance Committee Chairman      |
| Valley Center Municipal Water District            | Jim               | Pugh             | Director of Finance/Admin       |
| Vista Irrigation District                         | Paul              | Dorey            | Director                        |
| Walnut Valley Water District                      | Sandy             | Olson            | Director of Administration      |
| Westborough Water District                        | Janet             | Medina           | Director                        |
| Wheeler Ridge-Maricopa Water Storage District     | James             | Smith            | Controller                      |
| Yorba Linda Water District                        | Brooke            | Jones            | Director                        |
| Yuba County Water Agency                          | Terri             | Daly             | Administrative Manager          |
| Yuba County Water Agency                          | Lynne             | Ludwig           | Risk Analyst                    |