



Approved 5.07.18

Board of Directors' Meeting

Anaheim Marriott
700 Convention Way
Anaheim, CA 92802
(714) 750-8000

November 27, 2017

VOTING REPORT

See the list following the minutes.

NON-VOTING PARTICIPANTS

See the list of attendees.

STAFF PRESENT

Chief Executive Officer/Secretary: Walter "Andy" Sells
Carol Barake, Risk Management Manager
Sarah Crawford, Training Specialist
David deBernardi, Director of Finance
Robert Greenfield, General Counsel
Chris Mizuno, Administrative Assistant II
Sylvia Robinson, Publications & Web Editor
Patricia Slaven, Director of Administration
Sandra Smith, Employee Benefits Manager
Dianna Sutton, Finance Manager
Karen Thesing, Director of Insurance Services
Bobbette Wells, Executive Assistant to the CEO (*Recording Secretary*)

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

President Gladbach called the meeting to order at 1:30 p.m., welcomed everyone to Fall Conference in Anaheim, and announced that a quorum was present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Gladbach.

ANNOUNCEMENT RECORDING OF MEETING

President Gladbach announced that the meeting was being recorded to assist in preparation of minutes and that the recording would only be kept 30 days following the meeting, as mandated by the California Brown Act.

EVACUATION PROCEDURES

Mr. Sells reviewed the building evacuation procedures.

PUBLIC COMMENT

As stated in the agenda, members of the public would be allowed to address the Board of Directors on any agenda item prior to the Board's decision on that item. Comments on any issues which may or may not be on the agenda were also welcome. No members of the public requested to be heard.

WELCOME AND INTRODUCTION OF GUESTS

President Gladbach welcomed all in attendance and introduced the Executive Committee members, consultants, past presidents, and JPIA staff in attendance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

President Gladbach asked for any additions to or deletions from the agenda; none were noted.

CONSENT CALENDAR

President Gladbach called for approval of the Consent Calendar.

Motion: That the Board of Directors approve the minutes of the May 8, 2017 meeting, as presented.

Motioner: Fred Bockmiller, Mesa Water District

Seconder: Saundra Jacobs, Santa Margarita Water District
(110-Yes; 1-No; 3-Abstain)

**See voting report following the minutes.*

ADMINISTRATION

Glossary of Terms

President Gladbach directed the Board to the Glossary of Terms at the beginning of the conference packet. It was suggested that they become acquainted with the terms used in this meeting and to inform staff of any other terms used in this meeting that need to be included.

ACWA Presentation

Mr. Tim Quinn, Executive Director of ACWA, demonstrated the continued working relationship between ACWA and the JPIA in meeting members' needs. He went on to give an overview of ACWA's accomplishments for 2017 and preparations for 2018.

New Member Agencies

President Gladbach noted that at each Board meeting, a list of new members is provided for membership ratification. Nine new agencies have become members of the JPIA since the last meeting:

- Tri-County Water Authority
- Sonoma Valley Groundwater Sustainability Agency
- Deer Creek Storm Water District
- El Rico Groundwater Sustainability Agency
- Santa Cruz Mid-County Groundwater Agency

- Arroyo Santa Rosa Basin Groundwater Sustainability Agency
- Green Valley Water District
- Yolo Subbasin Groundwater Agency
- Kings River East Groundwater Sustainability Agency

The Executive Committee recommended that the Board of Directors ratify the acceptance of the nine member agencies, as presented.

Motion: That the Board of Directors ratify the nine agencies listed as members of the JPIA.

Motioner: Jace Schwarm, San Dieguito Water District

Seconded: Bruce Dandy, United Water Conservation District
(114-Yes; 0-No; 0-Abstain)

**See voting report following the minutes.*

Calendar of Meeting Dates for 2018

President Gladbach referenced the calendar of meeting dates for 2018 included in the packet. All of these meetings will be posted and open to the public.

FINANCIAL

GFOA Accreditation

President Gladbach reported that the Government Finance Officers Association (GFOA) established the Certificate of Achievement for Excellence in Financial Reporting (CAFR) program in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal.

The JPIA was awarded, in September of 2017, a Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended September 30, 2016.

The Finance Department was recognized for their hard work in achieving this distinction for the eighth year in a row.

Investment Policy

The current investment policy was approved by the Board of Directors in November 2016. Every year, per the JPIA Bylaws, the Investment Policy must be approved by the Board of Directors.

After review by staff, the JPIA's investment advisor PFM Asset Management, and the Finance & Audit and Executive Committees, the majority of the changes to the policy were cosmetic in nature, many were due to meeting the standards set by the California Municipal Treasurers Investment Policy Certification Program and Application Process (CMTA). Staff intends to submit the Investment Policy to the CMTA for certification.

The Finance & Audit Committee and the Executive Committee had both reviewed the proposed Investment Policy and recommended approval by the Board of Directors as presented.

Motion: That the Board of Directors approve the Investment Policy, as presented.

Motioner: Fred Adajarian, El Toro Water District

Seconded: Jace Schwarm, San Dieguito Water District

(114-Yes; 1-No; 0-Abstain)

**See voting report following the minutes.*

PROGRAMS

Pooled Programs

Mr. Sells reported the highlights of the JPIA's four major pooled programs for the respective 2016-2017 policy year. The Liability Program began in 1979, the Property Program began in 1982, and the Workers' Compensation Program began in 1984. Administration of the Employee Benefits Program by the JPIA became effective July 2012. Each program is administered as a separate program and members choose in which programs they wish to participate. Most members participate in all four programs.

Presidents Awards

Mr. Sells explained that each year at its Fall Conference, the JPIA recognizes those members that have a loss ratio of 20% (losses divided by premiums) or less in either or all of the Liability, Property, or Workers' Compensation Programs. Those members receive the "President's Special Recognition Award".

The Districts listed in the Board packet received this special recognition. The data for this calculation is for a three-year period, 2013-2016, as of September 30, 2017.

MEMBERSHIP BENEFITS

H.R. LaBounty Safety Awards Program

Ms. Barake reported that the JPIA selected nominees demonstrating proactive safety contributions. The winners of the awards were noted in the packet and a few examples of the winning safety contributions were presented by Ms. Barake and Mr. Kuchinsky.

Human Resources, Training, and Leadership Program Updates

Ms. Slaven reported that the focus of JPIA's training is to support the organization's claims reduction and risk management efforts. At the beginning of this year, the JPIA introduced the new, updated version of the Professional Development Program. Updated with classes that better meet the needs of today's agencies, the program continues to garner enrollees and contribute to loss reduction around the state. This year, a new state law went in to effect which requires all elected officials to complete the same required two-hour Sexual Harassment Prevention training as managers in the state. To meet this increased need for such training, JPIA offered four webinars,

reaching over 200 participants, and many on-site classes. Over the last year, the JPIA presented 345 classes to over 5,400 participants.

Leadership Program

Ms. Slaven relayed that the *Leadership Essentials for the Water Industry Program* was rolled out in 2015 with twenty one districts sending senior managers to participate in this intensive leadership training. The JPIA is focusing on the professional development of this staff level because motivated and engaged employees perform at higher levels, tend to have fewer accidents and make fewer claims against the organization. The Leadership Program is a deeply immersive experience which offers opportunity for collaboration and networking, and which balances theory with back-at-work action plans.

Human Resources

Ms. Slaven explained that the JPIA continues to assist districts with employment-related support and training to reduce employment liability claims and encourage a positive work culture. This is accomplished through classroom training, regional Human Resource meetings and for those in the Liability Program, direct access to JPIA staff with Human Resource expertise. This year's HR meetings provided knowledge and networking that was invaluable to participants. Topics included: "Dealing with Change", "Managing Personal and Employee Stress", "Onboarding New Staff" and more.

Member Service – Service Excellence

Ms. Thesing reported that member services is a part of the foundation that, when combined with the commitment of members, has led to the success of the JPIA. Over a twelve month period, JPIA staff touches hundreds of water districts, answers a multitude of questions, and is the first point of contact for many needs. It is projected that 67% of customers leave an organization because of the attitude of indifference from either an employee or the company as a whole. Leaving the JPIA is a phenomenon we do not readily know. This past year, the JPIA did not receive a single Notice of Withdrawal from any member participating in the Liability, Property, or Workers' Compensation programs; it is largely because of the customer service experience. The JPIA turns every member interaction into a defining moment.

CEO UPDATE

Year in Review

Mr. Sells updated the Board of Directors on the progress of the Goals & Objectives for 2017. The Goals & Objectives set for 2018 were reviewed, along with future potential opportunities and challenges, and staffing.

OTHER BUSINESS

Mr. Greenfield conveyed that there is one action pending against the JPIA. The case is Dual Diagnostics vs. ACWA JPIA. Anthem is defending the case on behalf of the JPIA and at no cost to the JPIA.

President Gladbach announced that there would be a reception following the Town Hall meeting in the Regency Foyer. He made a special note of the reception sponsors: Alliant Insurance Services; AON; Barber & Bauermeister; bswift; Cohen & Burge, LLP; Donahue Davies, LLP; LaMore, Brazier & Oneal; Law Offices of Robert Gokoo; Meyers Fozi, LLP; MHN; Occu-Med; Target Solutions; and Vision Service Plan.

The Board of Directors' meeting adjourned at 3:25 p.m.

Attest:

X

E. G. "Jerry" Gladbach
Chairman

X

Walter A. Sells
Secretary

JPIA BOARD OF DIRECTORS MEETING, NOVEMBER 27, 2017
LIST OF NON-VOTING ATTENDEES

<u>District / Organization</u>	<u>Name</u>	<u>Position</u>
Berrenda Mesa Water District	Rob Goff	Director
Calleguas Municipal Water District	Thom Slosson	Director
Helix Water District	Hedberg Coates	Director
Florin Resource Conservation District	Patrick Lee	Finance Manager
Humboldt Bay Municipal Water District	John Friedenbach	Director
Kern County Water Agency	Steve Ruettgers	Business Manager
Main San Gabriel Watermaster	Kelly Gardner	Asst. Executive Officer
Newhall County Water District	BJ Atkins	Director
Palmdale Water District	Dennis LaMoreaux	General Manager
Panoche Water District	Rodney Percoats	Risk Control
Rincon Del Diablo Municipal Water District	Greg Thomas	General Manager
Rincon Del Diablo Municipal Water District	Jeff Umbrasas	Director of Finance
Rio Linda/Elverta Community Services District	Mitch Dion	General Manager
Rio Linda/Elverta Community Services District	Mary Henrici	Director
San Bernardino Valley Water Conservation District	Milford Harrison	Director
South Coast Water District	Bill Green	Director
Three Valleys Municipal Water District	David deJesus	Director
Tulare Irrigation District	Kathy Artis	Controller
Tuolumne Utilities District	Jim Grinnell	Director
Vallecitos Water District	Tom Scaglione	Asst GM/CFO
Valley Center Municipal Water District	Gaby Olson	Safety Supervisor
West Valley Water District	Mike Holmes	General Manager
Yuima Municipal Water District	Ron Watkins	Director

District	First	Last	Keypad ID	Consent	New Agencies	Investment Policy
Alameda County Water District	John	Weed	109	Yes	Yes	Yes
Alta Irrigation District	Irma	Faria	51	Yes	Yes	Yes
Angiola Water District	Matthew	Hurley	17	Yes	Yes	Yes
Arvin-Edison Water Storage District	David	Nixon	18	Yes	Yes	Yes
Bay Area Water Supply & Conservation Agency	Nicole	Sandkulla	107	Yes	Yes	Yes
Big Bear City Community Services District	Lawrence	Walsh	12	Yes	Yes	Yes
Borrego Water District	Harry	Ehrlich	50	Yes	Yes	Yes
Calaveras County Water District	David	Eggerton	20	Yes	Yes	Yes
Calleguas Municipal Water District	Scott	Quady	48	Yes	Yes	Yes
Camrosa Water District	Eugene	West	14	Yes	Yes	Yes
Carmichael Water District	Mark	Emmerson	16	Yes	Yes	Yes
Carpinteria Valley Water District	Alonzo	Orozco	49	Yes	Yes	Yes
Castaic Lake Water Agency	E.G. "Jerry"	Gladbach	1	Yes	Yes	Yes
Central Basin Municipal Water District	Dina	Hidalgo	119		Yes	Yes
Chino Basin Desalter Authority	Betty	Anderson	15	Yes	Yes	Yes
Chino Basin Watermaster	Bob	Kuhn	22	Yes	Yes	Yes
Corcoran Irrigation District	Gene	Kilgore	82	Yes	Yes	Yes
Crescenta Valley Water District	Judy	Tejeda	81	Yes	Yes	Yes
Crestline Village Water District	Steven	Farrell	80	Yes	Yes	Yes
Cucamonga Valley Water District	Kathy	Tiegs	13	Yes	Yes	Yes
Deer Creek Storm Water District	Matthew	Hurley	21	Yes	Yes	Yes
Devil's Den Water District	E.G. "Jerry"	Gladbach	1	Yes	Yes	Yes
El Dorado Irrigation District	Michael	Raffety	113	Yes	Yes	No
El Toro Water District	Frederick	Adjarian	83	Yes	Yes	Yes
Elsinore Valley Municipal Water District	Phil	Williams	117	Yes	Yes	Yes
Florin Resource Conservation District	Tom	Nelson	42	Yes	Yes	Yes
Foothill Municipal Water District	Melvin	Matthews	34	Yes	Yes	Yes
Fresno Metropolitan Flood Control District	Ken	Groom	60	Yes	Yes	Yes
Friant Power Authority	Carl	Janzen	70	Yes	Yes	Yes
Glenn-Colusa Irrigation District	Dennis	Michum	69	Yes	Yes	Yes
Glide Water District	Michael	Alves	115	Yes	Yes	Yes
Green Valley Water District	Matthew	Hurley	17	Yes	Yes	Yes
Helix Water District	DeAna	Verbeke	32	Yes	Yes	Yes

District	First	Last	Keypad ID	Consent	New Agencies	Investment Policy
Henry Miller Reclamation District No. 2131	Palmer	McCoy	89	Yes	Yes	Yes
Hi-Desert Water District	Roger	Mayes	35	Yes	Yes	Yes
Humboldt Bay Municipal Water District	J. Bruce	Rupp	76	Yes	Yes	Yes
Idyllwild Water District	John E	Hoagland	68	Yes	Yes	Yes
Indian Wells Valley Water District	Don	Cortichiato	31	Yes	Yes	Yes
Irvine Ranch Water District	Peer	Swan	88	Yes	Yes	Yes
James Irrigation District	Steven	Stadler	54	Yes	Yes	Yes
Joshua Basin Water District	Mickey	Luckman	85	Yes	Yes	Yes
Kanawha Water District	Lance	Boyd	114	Yes	Yes	Yes
Kern County Water Agency	Charles W	Wulff Jr.	75	Yes	Yes	Yes
Kern Water Bank Authority	Wilmar L.	Boschman	25	Yes	Yes	Yes
Kings River Conservation District	Randy	Shilling	92	Yes	Yes	Yes
Kings River East Groundwater Sustainability Agency	Irma	Faria	97	Yes	Yes	Yes
La Habra Heights County Water District	Pam	McVicar	105	Yes	Yes	Yes
Laguna Irrigation District	Frank	Zonneveld	94	Yes	Yes	Yes
Las Virgenes Municipal Water District	Glen	Peterson	44	Yes	Yes	Yes
Madera Irrigation District	Carl	Janzen	72	Yes	Yes	Yes
Madera-Chowchilla Water & Power Authority	Carl	Janzen	73	Abstain	Yes	Yes
Main San Gabriel Basin Watermaster	Dan	Arrighi	30	Yes	Yes	Yes
Mesa Water District	Fred	Bockmiller	116	Yes	Yes	Yes
Mid-Peninsula Water District	Tammy	Rudock	106	Yes	Yes	Yes
Mission Hills Community Services District	James	MacKenzie	36	Yes	Yes	Yes
Mission Springs Water District	Nancy	Wright	58	Yes	Yes	Yes
Moulton Niguel Water District	Gary	Kurtz	23	No	Yes	Yes
North Coast County Water District	Jack	Burgett	6	Yes	Yes	Yes
Olivenhain Municipal Water District	Lawrence	Watt	43	Yes	Yes	Yes
Orange County Water District	Philip	Anthony	24	Yes	Yes	Yes
Orange Cove Irrigation District	H.A.	Collin, III	33	Yes		Yes
Orchard Dale Water District	Edward	Castaneda	93	Yes	Yes	Yes
Paradise Irrigation District	Kevin	Phillips	102	Yes	Yes	Yes
Patterson Irrigation District	Vince	Lucchesi	67	Yes	Yes	Yes
Placer County Water Agency	Graham	Allen	99	Yes	Yes	Yes
Pomona-Walnut-Rowland JWLC	Thomas	Coleman	59	Yes	Yes	

District	First	Last	Keypad ID	Consent	New Agencies	Investment Policy
Puente Basin Water Agency	Michael	Holmes	61	Yes	Yes	Yes
Rancho California Water District	John E	Hoagland	71	Yes		Yes
Reclamation District No. 1606	Steven	Sadler	52	Yes	Yes	Yes
Regional Water Authority	Pam	Tobin	111	Yes	Yes	Yes
Rincon Del Diablo Municipal Water District	David A.	Drake	98	Yes	Yes	Yes
Rio Linda/Elverta Community Water District	Paul R	Green, Jr.	79	Yes	Yes	Yes
Rosamond Community Services District	Morrison	MacKay	84	Yes	Yes	Yes
Rosedale-Rio Bravo Water Storage District	Roy	Pierucci	55	Yes	Yes	Yes
Rowland Water District	Robert W.	Lewis	56	Yes	Yes	Yes
Sacramento Groundwater Authority	Pam	Tobin	112	Yes	Yes	Yes
Sacramento Suburban Water District	Dan	York	104	Yes	Yes	Yes
San Bernardino Valley Municipal Water District	Steven	Copelan	5	Yes	Yes	Yes
San Bernardino Valley Water Conservation District	Melody A.	McDonald	101	Yes	Yes	Yes
San Dieguito Water District	Jace	Schwarm	37	Yes	Yes	Yes
San Gabriel Basin Water Quality Authority	Bob	Kuhn	41	Yes	Yes	Yes
San Geronio Pass Water Agency	Leonard	Stephenson	39	Yes	Yes	Yes
San Juan Water District	Pam	Tobin	110	Yes	Yes	Yes
San Luis & Delta-Mendota Water Authority	William	Pucheu	74	Yes	Yes	Yes
San Luis Water District	Janet	Gutierrez	2	Yes	Yes	Yes
Santa Margarita Water District	Sandra	Jacobs	63	Yes	Yes	Yes
Santa Rosa Regional Resources Authority	John E	Hoagland	62	Yes	Yes	Yes
Scotts Valley Water District	David T.	Hodgin	103	Yes	Yes	Yes
Semitropic Water Storage District	Jason	Gianquinto	7	Yes	Yes	Yes
Sierra Highlands Community Services District	Fred	Finkbeiner	57	Yes	Yes	Yes
Solano Irrigation District	Lance	Porter	95	Yes	Yes	Yes
South Coast Water District	Dennis	Erdman	96	Yes	Yes	Yes
South San Joaquin Irrigation District	Dale	Kuil	45	Yes	Yes	Yes
South Tahoe Public Utility District	James R.	Jones	90	Yes	Yes	Yes
Southern California Water Bank Authority	Wilmar L.	Boschman	10	Yes	Yes	Yes
Suisun-Solano Water Authority	Pedro	Sanchez	86	Yes	Yes	Yes
Sweetwater Authority	Patricia	Berge	40	Yes	Yes	Yes
Tahoe City Public Utility District	John	Pang	66	Yes	Yes	Yes
Tehachapi-Cummings County Water District	Jonathan	Hall	91	Yes	Yes	Yes

District	First	Last	Keypad ID	Consent	New Agencies	Investment Policy	
The West Side Irrigation District	Stephen	Serpa	64	Abstain	Yes	Yes	
Three Valleys Municipal Water District	Frederick "Brian"	Bowcock	38	Yes	Yes	Yes	
Tri-County Water Authority	Matthew	Hurley	17	Yes	Yes	Yes	
Tulare Irrigation District	David	Bixler	46	Yes	Yes	Yes	
United Water Conservation District	Bruce E	Dandy	4	Yes	Yes		
Upper San Gabriel Valley Municipal Water District	Charles	Treviño	78	Yes	Yes	Yes	
Upper Santa Clara Valley Joint Powers Authority	E.G. "Jerry"	Gladbach	1	Yes	Yes	Yes	
Vallecitos Water District	Hal	Martin	47	Abstain	Yes	Yes	
Valley Center Municipal Water District	Jim	Pugh	53	Yes	Yes	Yes	
Valley County Water District	Mariana	Lake	77		Yes	Yes	
Vandenberg Village Community Services District	Christopher	Brooks	11	Yes	Yes	Yes	
Vista Irrigation District	Paul E.	Dorey	118		Yes	Yes	
W.H. Wilbur Reclamation District No. 825	Matthew	Hurley	17	Yes	Yes	Yes	
Walnut Valley Water District	Allen	Wu	9	Yes	Yes	Yes	
West Valley Water District	Donald	Olinger	87	Yes	Yes	Yes	
Western Municipal Water District	S.R. Al	Lopez	8	Yes		Yes	
Wheeler Ridge-Maricopa Water Storage District	James	Smith	3	Yes	Yes	Yes	
Yorba Linda Water District	Al	Nederhood	108	Yes	Yes	Yes	
Yuima Municipal Water District	WD "Bill"	Knutson	120	Yes	Yes	Yes	
				Yes:	110	114	114
				No:	1	0	1
				Abstain:	3	0	0