



Approved 11.26.18

Board of Directors' Meeting

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

May 7, 2018

VOTING REPORT

See the list following the minutes.

NON-VOTING PARTICIPANTS

See the list of attendees.

STAFF PRESENT

See attendance list.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

President Gladbach called the meeting to order at 1:35 p.m., welcomed everyone to Spring Conference in Sacramento, and announced that a quorum was present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Gladbach.

EVACUATION PROCEDURES

Mr. Sells reviewed the building evacuation procedures.

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.

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, ACWA and JPIA staff in attendance.

President Gladbach stated that the meeting would be held in the memory of R. Scott Wood a JPIA Senior Risk Management Advisor who had recently passed away.

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 November 27, 2017 meeting, as presented.

Motioner: Pam Tobin, San Juan Water District

Seconder: Bruce Dandy, United Conservation Water District
(100-Yes; 0-No; 0-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.

New Member Agencies

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

- South Valley Water Association
- Delano-Earlimart Irrigation District
- Santa Margarita Groundwater Agency
- North Kings Groundwater Sustainability Agency
- Fresno Slough Water District
- Mid-Kaweah Groundwater Subbasin Joint Powers Authority
- Antelope Valley Watermaster
- San Joaquin River Exchange Contractors Groundwater Sustainability Agency

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

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

Motioner: Saundra Jacobs, Santa Margarita Water District

Second: Glen Peterson, Las Virgenes Municipal Water District
(96-Yes; 1-No; 0-Abstain)

** See voting report following the minutes.*

ACWA Presentation

Mr. Tim Quinn, Executive Director of ACWA, spoke of the challenges presented to ACWA and Board adopted priorities for 2018. Some of the items that ACWA is focusing on for the upcoming year is to promote safe drinking water solutions for DACS, policies on headwaters and forest management, leadership on the Bay-Delta flows and conveyance, increase groundwater sustainability and replenishment, promote water storage investments, advance sound energy policies, and promote long-term water use efficiency. He also spoke of improving ACWA's organizational stability, promote financial stability, and enhance value to members.

FINANCIAL

Audited Financial Statements

Mr. Scaglione reported that each year, the JPIA provides for an independent audit of the JPIA's financial statements. Gilbert Associates performed the annual audit of the JPIA for the fiscal year of October 1, 2016 through September 30, 2017.

The JPIA received an unmodified opinion. The opinion states that the financial statements present fairly, in all material respects, the financial position of the JPIA as of September 30, 2017, and the results of its operations and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As in previous years, the JPIA prepared a Comprehensive Annual Financial Report (CAFR) in accordance with the Government Finance Officers Association (GFOA) standards.

Motion: That the Board of Directors approve the Audited Financial Statements for year ending September 30, 2017, as presented.

Motioner: Randy Shilling, Kings River Conservation District

Second: Jace Schwarm, San Diequito Water District
(96-Yes; 2-No; 0-Abstain)

** See voting report following the minutes.*

Operating Budget

Mr. deBernardi reported that in March of each year, a proposed Operating Budget is submitted for approval at the Spring Board of Directors meeting. The budget covers General & Administrative Expenses for the fiscal year ending September 30, 2019. The most significant changes to the budget for the fiscal year are staff employee benefits, computer equipment, software office furniture and external claims

administration. Staff employee benefits increase is due to an addition of \$1.1 million for the anticipated change in the net pension obligation for pensions. This anticipated increase is due to a lowering of the CalPERS discount rate. Computer equipment, software, office furniture decrease is due the JPIA no longer using Castlight software in the Employee Benefits Program. For external claims administration, the decrease is due to significant taxes related to the Affordable Care Act phasing out.

The overall increase in the Operating Budget is 10.9%. Salaries remain the largest line item in the budget.

Motion: That the Board of Directors approve the Operating Budget for the fiscal year October 1, 2018-19, as presented.

Motioner: Mark Emmerson, Carmichael Water District

Seconded: Eugene West, Camrosa Water District

(95-Yes; 4-No; 1-Abstain)

** See voting report following the minutes.*

PROGRAMS

Pooled Programs

Mr. Sells reported that the JPIA has four major pooled programs. 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 of the programs are administered as separate programs and members choose in which programs they wish to participate. Most members participate in all four programs. Highlights for each program for the respective 2017-2018 policy year were reviewed.

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.

Revisions to the H.R. LaBounty Safety Awards Program

Ms. Barake explained that nominations for safety awards have gradually increased in number and moved away from the original intent to recognize and reward employee safety program participation. The program has been revised to refocus on employee participation in *significant* safety program activities, and to provide more clarity and consistency for members who wish to submit nominations.

The program recognizes water industry employees who implement significant safety improvement to prevent occupational injuries/illnesses. The program is open to all JPIA members who participate in the Workers' Compensation, Liability, and/or Property Programs. A new fillable nomination form is available to ensure complete documentation is available on the JPIA website www.acwajpia.com.

Human Resources

Mr. Sells reported 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.

Last year ended with JPIA offering New Laws for 2018 as a webinar on several occasions. Reaching over 130 attendees, the JPIA provided pertinent information for agencies to be aware of, and, in some cases, update policies. February brought a presentation from Robert Lavigna, Executive Director of the Institute for Employee Engagement in the Public Sector, in both northern and southern California, on Engaging Government Employees.

Leadership Program

Mr. Sells reported that the JPIA Leadership Essentials Program graduated an additional twenty-two participants last fall and has welcomed new cohorts in north and south. 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.

Due to requests from current attendees, staff has designed ways to help keep students connected and continue to help improve their leadership skills once they complete the program. At the last spring and fall conferences, a Leadership Essential Alumni meeting was held where graduates met, networked and discussed leadership topics and skills.

JPIA has worked with Leadership Development Network to create an add-on program that graduates can utilize at their respective districts. This half day session covers communication styles for all staff and facilitates discussion on improving lines and methods of communication which has resulted in improved results and morale.

Training Update

Ms. Crawford reported that in order to reduce risk and support staff operating in a safe and legal manner, the JPIA offers in-person, webinar and on-line training. Training is a large component of what JPIA does to prevent claims and create awareness of safe and legal work practices.

In the first five months of the fiscal year, the JPIA has held 178 in-person classes. Most noteworthy is the Regional Training Conference held in Claremont in March. There were 98 attendees from over 40 districts who took advantage of needed courses from the 22 which were offered.

In March, the JPIA released its first in-house-developed interactive e-learning course. *Documenting Performance* is a popular class and required for the Professional Development certification in Human Resources and Supervisor Basics.

Overall, the number of students attending JPIA training whether in-person, on-line, or by webinar continues to increase, as more districts take advantage of this benefit of membership in the JPIA.

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.

Additional note was made by Mr. Greenfield that the 4th District Court of Appeals of the State of California issued a published opinion summarizing that if there is a pinhole leak in copper pipes, that water districts are entirely immune from any litigation over those pinhole leaks. Hats off to Bob Gokoo and the staff at Moulton Niguel Water District for their hard work on this case.

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 & Bauernmeister; bswift; Cohen & Burge, LLP; Donahue Davies, LLP; Jacobson Markham, LLP; LaMore, Brazier & Oneal; Law Offices of Robert Gokoo; Meyers Fozi & Dwork, LLP; Occu-Med; and Vision Service Plan.

President Gladbach called for adjournment of the Board of Directors' meeting at 3:25 p.m. in the memory of R. Scott Wood.

Attest:

X

E. G. "Jerry" Gladbach
Chairman

X

Walter A. Sells
Secretary

JPIA BOARD OF DIRECTORS MEETING, MAY 7, 2018
LIST OF NON-VOTING ATTENDEES AND JPIA STAFF IN ATTENDANCE

<u>District / Organization</u>	<u>First Name</u>	<u>Last Name</u>	<u>Position</u>
ACWA	Tiffany	Giammona	Director of Member Outreach
ACWA	Timothy	Quinn	Executive Director
ACWA JPIA	Carol	Barake	Risk Management Manager
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	Erik	Kowlewski	System/Network Administrator
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
Calleguas Municipal Water District	Thom	Slosson	Alternate Director
Del Paso Manor Water District	Debbie	Sedwick	General Manager
Florin Resource Conservation District/EGWD	Jeanne	Sabin	Director
Humboldt Bay Municipal Water District	John	Friedenbach	General Manager
Main San Gabriel Basin Watermaster	Anthony	Zampiello	Executive Officer
Panoche Water District	Rodney	Percoats	HR/Risk Controller
Placer County Water Agency	Ed	Horton	Consultant
Rancho California Water District	Eva	Plajzer	Assistant General Manager
San Luis & Delta-Mendota Water Authority	Stephanie	Harris	HR Coordinator
San Luis & Delta-Mendota Water Authority	Sally	Arambel	Director of HR/Administration
San Luis & Delta-Mendota Water Authority	Laures	Stiles	HR Analyst
West Stanislaus Irrigation District	Steve	Serra	Director
Yuba County Water Agency	Terri	Daly	Administrative Manager
Yuba County Water Agency	Lynne	Ludwig	Risk Analyst

Member Agency	Voting Representative	Keypad ID	Consent Agency	New Agencies	Financial Statements	Operating Budget
Alameda County Water District	John Weed	73	1	1		1
Bard Water District	William Scott Jr.	51	1	1	1	1
Bay Area Water Supply & Conservation Agency	Nicole Sandkulla	91	1	1	1	1
Bella Vista Water District	James Smith	55	1	1	1	1
Big Bear City Community Services District	Lawrence Walsh	5	1	1	1	1
Bollinas Community Public Utility District	Jennifer Blackman	9	1	1	1	1
Byron-Bethany Irrigation District	Rick Gilmore	57	1	1	1	1
Calaveras County Water District	Scott Ratterman	3	1	1	1	1
Calleguas Municipal Water District	Scott Quady	74	1	1	1	1
Camrosa Water District	Eugene West	2	1	1	1	1
Carmichael Water District	Mark Emmerson	68	1	1	1	1
Chino Basin Desalter Authority	Curtis Paxton	7	1	1	1	1
Chino Basin Watermaster	Bob Kuhn	89	1	1	1	2
Contra Costa WD	Bette Boatman	92	1		1	1
Crescenta Valley Water District	Judy Tejada	56	1	1	1	1
Crestline Village Water District	Steven Farrell	76	1	1	1	1
Cucamonga Valley Water District	Kathy Tiegs	16	1	1	1	1
Desert Water Agency	James Cioffi	6	1	1	1	1
Devil's Den Water District	E.G. "Jerry" Gladbach	1	1	1	1	1
El Dorado Irrigation District	Michael Raffety	15	1	1	1	1
El Toro Water District	Frederick Adjarian	80	1		1	1
Elsinore Valley Municipal Water District	Phil Williams	81	1	1	1	1
Florin Resource Conservation District	Mark Madison	53	1	1	1	1
Fresno Metropolitan Flood Control District	Ken Groom	18	1	1	1	1
Friant Power Authority	Carl Janzen	10	1	1	1	1
Glide Water District	Michael Alves	67	1	1	1	1
Golden Hills Community Services District	Dave Shaw	90	1	1	1	1
Helix Water District	Kathleen Coates Hedberg	58	1	1	1	1
Henry Miller Reclamation District No. 2131	Douglas Goodman	86	1	1	1	2
Hi-Desert Water District	Roger Mayes	12	1	1	1	1

Member Agency	Voting Representative	Keypad ID	Consent Agency	New Agencies	Financial Statements	Operating Budget
Humboldt Bay Municipal Water District	J. Bruce Rupp	17	1	1	1	1
Indian Wells Valley Water District	Don Cortichiato	4	1	1	1	1
Irvine Ranch WD	Peer Swan	8	1	1	1	1
Kanawha Water District	Michael Alves	52	1	1	1	1
Kern County Water Agency	Charles W Wulff Jr.	13	1	1	1	1
Kern Water Bank Authority	Wilmar L. Boschman	77	1	1	1	1
Kings River Conservation District	Randy Shilling	20	1	1	1	1
La Habra Heights County Water District	Pam McVicar	34	1	1	1	1
La Puente Valley County Water District	Greg Galindo	60	1	1	1	1
Laguna Beach County Water District	Deborah Neev	70	1	1	1	1
Las Virgenes Municipal Water District	Glen Peterson	98	1	1	1	1
Madera Water District	Carl Johnson	63	1	1	1	1
Madera-Chowchilla Water & Power Authority	Carl Janzen	54	1	1	1	1
Main San Gabriel Basin Watermaster	Dan Arrighi	11	1	1	1	1
Mesa Water District	Fred Bockmiller	100	1	1	1	1
Mid-Peninsula Water District	Tammy Rudock	14	1	1		1
Monterey One Water	Gloria de la Rosa	31	1	1	1	1
Nevada Irrigation District	W Scott Miller	87	1	1	1	1
Oakdale Irrigation District	Thomas Orvis	19	1	1	1	1
Olivenhain Municipal Water District	Lawrence Watt	24	1	1	1	1
Palmdale Water District	Joe Estes	96	1		1	1
Pomona-Walnut-Rowland JWLC	Thomas Coleman	32	1	1	1	1
Puente Basin Water Agency	Thomas Coleman	22	1	1	1	1
Rancho California Water District	Carol Lee Brady	79	1	1	1	1
Reclamation District No. 1500	Brad Mattson	88	1	1	1	1
Regional Water Authority	Pam Tobin	33	1	1	1	1
Rincon Del Diablo Municipal Water District	David A. Drake	21	1	1	1	1
Rio Alto Water District	Dave Anders	78	1	1	1	1
Rio Linda/Elverta Community Water District	Paul R Green, Jr.	75	1	1	1	1
Rosamond Community Services District	Byron Glennan	28	1	1	1	1

1=Yes 2=No 3=Abstain

Member Agency	Voting Representative	Keypad ID	Consent Agenda	New Agencies	Financial Statements	Operating Budget
Rosedale-Rio Bravo Water Storage District	Roy Pierucci	84	1	1	2	1
Rowland Water District	Robert W. Lewis	35	1	1	1	3
Sacramento Groundwater Authority	Pam Tobin	48	1	1	1	1
Sacramento Suburban Water District	Dan York	49	1	1	1	1
San Benito County Water District	Frank Bettencourt	23	1	1	1	1
San Bernardino Valley Municipal Water District	Steven Copelan	69	1	1	2	2
San Bernardino Valley Water Conservation District	Melody A. McDonald	27	1	1	1	1
San Dieguito Water District	Jace Schwarm	45	1	1	1	1
San Gabriel Basin Water Quality Authority	Bob Kuhn	83	1	1	1	2
San Geronimo Pass Water Agency	Leonard Stephenson	72	1	1	1	1
San Juan Water District	Pam Tobin	44	1	1	1	1
San Luis & Delta-Mendota Water Authority	William Pucheu	36	1	1	1	1
San Luis Water District	Janet Gutierrez	71	1	1	1	1
Santa Clarita Valley Water Agency	E.G. "Jerry" Gladbach	1	1	1	1	1
Santa Margarita Water District	Saundra Jacobs	37	1	1	1	1
Scotts Valley Water District	David T. Hodgins	25	1	1	1	1
Semitropic Water Storage District	Wilmar L. Boschman	62	1	1	1	1
Solano Irrigation District	Cary Keaten	26	1	2	1	1
South Coast Water District	Dennis Erdman	99	1	1	1	1
South Sutter Water District	Thomas A. Cuquet	29	1	1	1	1
South Tahoe Public Utility District	James R. Jones	46	1	1	1	1
Southern California Water Bank Authority	Wilmar L. Boschman	61	1	1	1	1
Sunnyslope County Water District	Judi Johnson	30	1	1	1	1
Tahoe City Public Utility District	John Pang	41	1	1	1	1
Tehachapi-Cummings County Water District	Jonathan Hall	59	1	1	1	1
The West Side Irrigation District	Rick Gilmore	47	1	1	1	1
Three Valleys Municipal Water District	Frederick "Brian" Bowcock	39	1	1	1	1
Tuolumne Utilities District	James Grinnell	40	1	1	1	1
United Water Conservation District	Bruce E Dandy	64	1	1	1	1
Upper San Gabriel Valley Municipal Water District	Alfonso C. Contreras	93	1	1	1	1

Member Agency	Voting Representative	Keypad ID	Consent Agenda	New Agencies	Financial Statements	Operating Budget
Upper Santa Clara Valley Joint Powers Authority	E.G. "Jerry" Gladbach	1	1	1	1	1
Vallecitos Water District	Hal Martin	43	1	1	1	1
Valley Center Municipal Water District	Jim Pugh	50	1	1	1	1
Vista Irrigation District	Paul E. Dorey	66	1	1	1	1
Walnut Valley Water District	Theresa Lee	95	1	1	1	1
Water Employee Services Authority	Phil Williams	85	1	1	1	1
West Valley Water District	Robert Christman	42	1	1	1	1
Wheeler Ridge-Maricopa Water Storage District	James Smith	82	1	1	1	1
Yorba Linda Water District	Brooke Jones	94	1	1	1	1
Yuima Municipal Water District	W.D. Bill Knutson	38	1	1	1	1
TOTALS			100	96	96	95
		1=YES	0	1	2	4
		2=NO	0	0	0	1
		3=ABSTAIN	0	0	0	1

1=Yes 2=No 3=Abstain