



Approved 11.05.19

Executive Committee Meeting

ACWA JPIA Executive Conference Room
2100 Professional Drive
Roseville, CA 95661
(800) 231-5742

September 9, 2019

This meeting consisted of a simultaneous WebEx teleconference call at the ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661 and the following remote site(s):

- LaMar – 1442 Irvine Blvd., Suite 124, Tustin

MEMBERS PRESENT

Chairman: E.G. “Jerry” Gladbach, Santa Clarita Valley Water Agency
Vice-chair: Thomas A. Cuquet, South Sutter Water District
Fred R. Bockmiller, Mesa Water District
David Drake, Rincon del Diablo Municipal Water District
Brent Hasteley, Yuba Water Agency
Steven E. LaMar, Irvine Ranch Water District, ACWA Vice President (*via WebEx*)
Melody A. McDonald, San Bernardino Valley Water Conservation District
J. Bruce Rupp, Humboldt Bay Municipal Water District
Kathleen Tiegs, Cucamonga Valley Water District

MEMBERS ABSENT

None.

STAFF PRESENT

Chief Executive Officer/Secretary: Walter “Andy” Sells
Linda Craun, Administrative Assistant III (*WebEx Coordinator*)
Sarah Crawford, Training Specialist
David deBernardi, Director of Finance
Robert Greenfield, General Counsel
Erik Kowalewski, Systems/Network Administrator
Debbie Kyburz, Lead Member Services Representative
Ethan Larson, Administrative Assistant I
Jennifer Nogosek, Liability/Property Claims Manager
Patricia Slaven, Director of Human Resources and Administration
Sandra Smith, Employee Benefits Manager
Dianna Sutton, Finance Manager
Karen Thesing, Director of Insurance Services
Melody Tucker, Workers’ Compensation Claims Manager
Bobbette Wells, Executive Assistant to the CEO (*Recording Secretary*)
Cece Wuchter, Lead Sr. Claims Adjuster

OTHERS IN ATTENDANCE

Dave Eggerton, ACWA Executive Director
Tiffany Giammona, ACWA Director of Member Outreach & Engagement
Al Lopez, Western Municipal Water District (*via WebEx*)
Kevin Phillips, Paradise Irrigation District, Finance Committee Chairman (*via WebEx*)

WELCOME

Chairman Gladbach welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chairman Gladbach called the meeting to order at 1:00 p.m. He announced there was a quorum.

PLEDGE OF ALLEGIANCE/EVACUATION PROCEDURES

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

ANNOUNCEMENT RECORDING OF MEETING

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

PUBLIC COMMENT

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

None.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

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

CLOSED SESSION

Before proceeding into closed session, General Counsel announced the items to be discussed.

M/S/C (Drake/McDonald) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee adjourn to closed session.

At approximately 1:02 p.m., the Executive Committee, upon advice of General Counsel, adjourned to closed session pursuant to Government Code(s) Section 54957 and 54957.6 (conference with Labor Negotiators) in:

1. Position: Chief Executive Officer;

and Government Code(s) Section 54956.95 to discuss Liability claims in:

2. Schneider vs. Solano Irrigation District
3. Martin vs. Western Municipal Water District
4. Petrowsky vs. Calleguas Municipal Water District

M/S/C (Hastey/McDonald) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Abstain; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee reconvene to open session.

The Committee returned to open session at approximately 2:32 p.m.

- Closed session item #1: Discussion with CEO on performance appraisal, no action taken.
- Closed session item #2: No action was taken, instructions given to staff.
- Closed session item #3: No action was taken, instructions given to staff.
- Closed session item #4: No action was taken, instructions given to staff.

M/S/C (McDonald/Rupp) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee approve no change in the Chief Executive Officer's (CEO) contract that includes a five (5%) percent pay increase, per contract terms; and an incentive award of \$10,000, effective October 1, 2019.

CONSENT AGENDA

Chairman Gladbach called for approval of the Consent Agenda:

M/S/C (McDonald/Drake) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee approve the minutes of the June 24, 2019 meeting; 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: June 1-15, 2019; June 16-30, 2019; July 1-15, 2019; and July 16-31, 2019.

ADMINISTRATION

Meetings attended on behalf of the JPIA

Ms. Tiegs noted that she had attended an ACWA Board meeting and mention was made from a member survey of the benefit that the JPIA provides was highly regarded.

Captive Update

Chairman Cuquet reported that the California Water Insurance Fund (CWIF) Board had selected PFM Asset Management as the investment manager and that they were in the process of putting together an Investment Policy to be evaluated at the next meeting.

Salary Schedule

Ms. Slaven explained that the JPIA's annual employee Performance Appraisal process and subsequent merit increases and incentive awards takes place during the months of August and September, with merit increases awarded on October 1. The Fiscal Year 2019-20 Pay Schedule requires approval prior to the October 1 date. Changes included a correction to the beginning range of one grade, and the cost of living adjustment of 1.7%.

M/S/C (Rupp/McDonald) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee approve the Pay Schedule as presented.

2020 Meeting Calendar

Mr. Sells explained that a meeting calendar for 2020 had been prepared after taking into account the anticipated dates of the Executive Committee members own District board meetings and the needs of the JPIA.

M/S/C (Cuquet/Tiegs) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee approve the Calendar of Meeting Dates for 2020, as presented.

FINANCE

Finance & Audit Committee

Mr. Sells reported on recommendations from the Finance & Audit Committee's meeting on September 9, 2019. Action item(s) were presented to the Executive Committee for approval.

M/S/C (Rupp/Hastey) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Finance & Audit Committee to approve the Investment Policy, as presented, and forward for final Board approval at Fall Conference.

PROGRAMS

Liability Program Committee

Chair McDonald reported on the recommendations of the Liability Program Committee's meeting on September 9, 2019. The following action items were presented to the Executive Committee for approval:

M/S/C (McDonald/Drake) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Liability Program Committee to approve updates to the Small Claims Settlement Option, as presented.

M/S/C (McDonald /Hastey) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Liability Program Committee to approve revisions to the Memorandum of Liability Coverage effective October 1, 2019, as presented.

M/S/C (McDonald /Rupp) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Liability Program Committee to give staff authority to negotiate the best reinsurance terms, conditions, and premiums for the upcoming 2019/20 policy year.

M/S/C (McDonald /Hastey) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Liability Program Committee to give staff authority to negotiate the best rate for Cyber Liability coverage for the upcoming 2019/20 policy year.

M/S/C (McDonald /Hastey) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; LaMar-Yes; McDonald-Yes; Rupp-Yes; Tiegs-Yes): That the Executive Committee accept the recommendation of the Liability Program Committee to approve no change in billing rate to members, effective October 1, 2019, as presented.

Significant Claims

Pursuant to Government Code 54956.95, Ms. Nogosek reported on claims that had been previously presented for authority:

- Del Valle vs. Santa Clarita Valley Water Agency – Motor vehicle accident.
- Stater Brothers vs. Elsinore Valley Municipal Water District – Pumping station malfunction with sewer back-up.

MISCELLANEOUS

Future agenda items: None stated.

General Counsel Update

Mr. Greenfield updated the Executive Committee on new legislation or case law which may have an impact on the JPIA. In addition, Counsel provided an update of coverage denials since the last report.

CEO Update

Mr. Sells and staff updated the Executive Committee on relevant current issues. Those discussed were:

- Risk Control Manager recruitment
- Staff evaluation process
- Wellness joke/humor board
- Computer vulnerability system testing ongoing

Availability for next meeting: Tuesday, November 5, 2019; no conflicts noted.

The Executive Committee meeting adjourned at 3:05 p.m.

Attest:

X

E.G. "Jerry" Gladbach
Chairman

X

Walter A. Sells
Secretary