



## Executive Committee Meeting

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

**June 1, 2020**

This meeting consisted of a simultaneous Zoom teleconference meeting at the ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661 and remote sites.

### MEMBERS PRESENT

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Chairman: E.G. "Jerry" Gladbach, Santa Clarita Valley Water Agency  
Thomas A. Cuquet, South Sutter Water District  
Fred R. Bockmiller, Mesa Water District  
David Drake, Rincon del Diablo Municipal Water District  
Brent Hastey, Yuba Water Agency  
Melody A. McDonald, San Bernardino Valley Water Conservation District  
Randall J. Reed, Cucamonga Valley Water District  
J. Bruce Rupp, Humboldt Bay Municipal Water District  
Pamela Tobin, San Juan Water District, ACWA VP

### MEMBERS ABSENT

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None.

### STAFF PRESENT

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Chief Executive Officer/Secretary: Walter "Andy" Sells  
David deBernardi, Director of Finance  
Robert Greenfield, General Counsel  
Ben Hayden, Lead Benefits Analyst  
Jennifer Nogosek, Liability/Property Claims Manager  
Patricia Slaven, Director of Human Resources and Administration  
Sandra Smith, Employee Benefits Manager  
Dan Steele, Finance Manager  
Dianna Sutton, Special Projects Manager  
Karen Thesing, Director of Insurance Service  
Melody Tucker, Workers' Compensation Claims Manager  
Bobbette Wells, Executive Assistant to the CEO (*Recording Secretary*)

## **OTHERS IN ATTENDANCE**

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

## **WELCOME/CALL TO ORDER AND ANNOUNCEMENT OF QUORUM/INTRODUCTIONS**

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Chairman Gladbach called the meeting to order at 2:11 p.m. Chairman Gladbach announced that there was a quorum. The recording secretary reported all in attendance on the Zoom meeting.

## **PUBLIC COMMENT**

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There were no members of the public in attendance.

## **CONSENT AGENDA**

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Chairman Gladbach called for approval of the Consent Agenda:

M/S/C (Drake/Tobin) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee approve the minutes of the May 15, 2020 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: April 16-30, 2020.

## **ADMINISTRATION**

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Meetings attended on behalf of the JPIA  
None stated.

### LAIF Resolution (2020-1)

Mr. Steele reported that the Local Agency Investment Fund (LAIF) Authorization for Transfer of Funds needs updated to add Daniel Steele, Finance Manager, as a signor; update Dianna Sutton's position as Special Projects Manager; and remove Karen Thesing, Director of Insurance Services, as signor.

M/S/C (Hastey/Reed) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee approve Local Agency Investment Fund Resolution (2020-1), as presented.

### Organizational Appraisal Process

Ms. Slaven reported that the annual organizational appraisal will be conducted via Survey Monkey. Each member of the committee will receive a link to utilize to complete

the survey by June 10, 2020. Rankings and comments can be input. Input will be collected through June 22, 2020. Patricia Slaven, Director of Human Resources and Administration will then compile the results to be shared at a later meeting.

#### COVID-19 Employee Survey

Ms. Slaven reported that CPS-HR, a Human Resources organization focused on training and support for public agencies, developed a survey for all public entities to determine how well staff thought they were doing in the midst of the pandemic and resultant changes in the workplace. JPIA opened the survey to staff on April 29, 2020 through May 13, 2020. A total of 43 staff responded to the survey. The summary of staff responses was reviewed with the Committee.

#### Infectious Disease Return to Work Policy

Ms. Slaven stated that on March 16, 2020, staff were sent home to shelter in place. Government agencies have now begun to loosen the restrictions on returning to the office.

As of May 8, 2020, the Governor's office, California Department of Public Health and Placer County have allowed employees to return to the workplace with some requirements to prevent further infection of COVID-19. Before returning staff to the office, the JPIA has developed a policy that will guide the employees' and employer's actions to ensure a safe return to work.

M/S/C (Reed/Tobin) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee approve the Infections Disease Return to Work Policy as presented.

## **PROGRAMS**

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#### Workers' Compensation Program

Committee Chairman Drake reported on the recommendations of the Workers' Compensation Program Committee's meeting on May 28, 2020. The following action items were presented to the Executive Committee for approval:

M/S/C (Drake/McDonald) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee accept the recommendation of the Workers' Compensation Committee and approve the Memorandum of Workers' Compensation Coverage, effective July 1, 2020.

M/S/C (Drake/Tobin) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee accept the recommendation of the Workers' Compensation Committee and approve Safety National's excess renewal terms as presented with an effective date of July 1, 2020.

M/S/C (Rupp/Hastey) (Bockmiller-Yes; Cuquet-Yes; Drake-Yes; Gladbach-Yes; Hastey-Yes; McDonald-Yes; Reed-Yes; Rupp-Yes; Tobin-Yes): That the Executive Committee approve a 10% reduction in pricing for the Workers' Compensation Program, policy year 7/1/20-21.

### Dam Failure Program

Mr. Sells reported that the Dam Failure Liability Program (DFLP) first became operational in 1979 along with the Auto and General Liability Program (Liability Program). The program is a pass-through program, which means costs of the program are passed through to the participating members, plus a small administration fee. There are currently 15 members participating in the program.

The carriers providing coverage for the DFLP are the same carriers used in the Liability Program. The carriers are expected to provide coverage. Over the years, as the JPIA has marketed the Liability Program there has been some resistance to provide the DFLP coverage. Staff has worked with our brokers to explore other carriers and markets to retain separate coverage for the DFLP. The information indicates there is no other coverage available at a reasonable price. Over the years, the limits have been reduced to the point that only two of the 25 dams covered have more than \$5 million in limits. More recently, the self-insured retention went from \$50 thousand to \$1 million.

The JPIA is currently reviewing options for the Liability Program renewal for the 2020-21 policy year that begins October 1, 2020. Using CWIF as an option in the renewal tower may limit our ability to maintain DFLP coverages in their current form.

Staff recommended that the current members of the DFLP be contacted to gauge the level of interest in participating in the Program given that limits may be capped at \$5 million and the member's self-insured retention would be \$1 million. Pricing would be subject to current market conditions.

Executive Committee action was not required on this item. Staff was instructed to proceed with contacting members of the Dam Failure Liability Program to obtain.

### Significant Claims

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

- Polk/Ingram vs. Rancho California Water District
- Laubham vs. South Coast Water District
- City of Santa Clarita vs. Santa Clarita Valley Water Agency (DOL 1/16/2020)
- City of Glendale vs. Crescenta Valley Water District

## MISCELLANEOUS

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### Future agenda items

None stated.

### CEO update

Mr. Sells discussed the JPIA's plans of integrating staff back into the office and then had each of the department heads report how their department has been keeping up with their workload with staff either working from home and/or minimal staff in office.

### Availability for next Zoom meeting on June 12, 2020

No conflicts noted.

The Executive Committee meeting adjourned at 3:48 p.m.

Attest:

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E.G. "Jerry" Gladbach  
Chairman

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Walter A. Sells  
Secretary