



Approved: November 27, 2023

Executive Committee Meeting

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

October 25, 2023

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

- Drake – 325 Rock Ridge Place, Escondido
- Green – 18700 Ward Street, Fountain Valley
- Kapheim – 11101 Avenue 412, Dinuba
- Lu-Yang – 500 N. Brand Blvd., Suite 1850, Glendale
- McDonald – 254 E Valley Street, San Bernardino
- Ratterman – 1216 Magers Rd. San Andreas
- Reed – 6171 Columbus Court, Alta Loma
- Rupp – 229 Boyle Drive, Eureka

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District (via Zoom)

Vice-Chair: David Drake, Rincon del Diablo Municipal Water District (via Zoom)

Cathy Green, Orange County Water District, ACWA VP (via Zoom)

Chris Kapheim, Kings River Conservation District (via Zoom)

Szu Pei Lu-Yang, Rowland Water District (via Zoom)

Scott Ratterman, Calaveras County Water District (via Zoom)

Randall Reed, Cucamonga Valley Water District (via Zoom)

J. Bruce Rupp, Humboldt Bay Municipal Water District (via Zoom)

David Wheaton, Citrus Heights Water District

MEMBERS ABSENT

None.

STAFF PRESENT

Chief Executive Officer/Secretary: Adrienne Beatty

Erin Bowles, Workers' Compensation Manager (via Zoom)

Chimene Camacho, Executive Assistant to the CEO (*Recording Secretary*)

Sarah Crawford, Training Manager (via Zoom)

David deBernardi, Director of Finance

Robert Greenfield, General Counsel (via Zoom)

Jennifer Jobe, Director of Pooled Programs (via Zoom)

Kevin Phillips, Director of Member Outreach (via Zoom)

Dan Steele, Finance Manager (via Zoom)

Tony Waterford, Human Resources Manager (via Zoom)

OTHERS IN ATTENDANCE

Tiffany Giammona, ACWA Senior Director of Operations and Member Engagement (via Zoom)

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 8:30 a.m. She announced there was a quorum.

PLEDGE OF ALLEGIANCE

Chair McDonald led the Pledge of Allegiance.

ANNOUNCEMENT RECORDING OF MEETING

Chair McDonald 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 Ralph M. Brown Act.

PUBLIC COMMENT

Chair McDonald 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.

INTRODUCTIONS

Chair McDonald introduced the Executive Committee, staff, and others in attendance.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair McDonald asked for any additions to, or deletions from, the agenda. None reported from staff.

CONSENT AGENDA

Chair McDonald called for approval of the Consent Agenda:

M/S/C (Reed/Rupp) (Green-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes):

That the Executive Committee approve the minutes of the July 27, 2023 and August 7, 2023 meetings; and ratify the JPIA disbursements of: Vendor Payments, Employee Benefits Claim Payments, Payroll, and summary of confidential claims payments for the Liability, Property, & Workers' Compensation Programs: September 16-30, 2023 and October 1-15, 2023.

ADMINISTRATION

Report on Meetings Attended on Behalf of the JPIA

Directors Ratterman and Wheaton reported attending the CAJPA Conference in South Lake Tahoe earlier in September.

Review and Take Action on Emergency PERS Resolution (2023-3)

Ms. Beatty provided a background on the JPIA's transition to a variety of Risk Management Information Systems (RMIS) over the years and the challenges encountered with each one. Since the most recent system, Ventiv Policy, was determined to be insufficient to meet the needs of the JPIA and its members, an in-house development of an RMIS system was the optimal course of action to obtain the quality and functionality needed.

Walter "Andy" Sells, who retired as JPIA's Chief Executive Officer on September 29, 2023, has managed the RMIS project from the start. He is the most familiar with the data that will be collected, the processes that will be automated, the JPIA members' needs, the needs of each department within the JPIA, the RMIS program, and coordination of the project development with the IT department and contracted IT consultants. It was anticipated that the project would have been completed before his retirement. In order to complete the project, his expertise is essential in the development and implementation of the RMIS project.

M/S/C (Drake/Rupp) (Green-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee pass a resolution, to certify to CalPERS, the emergency appointment of Walter "Andy" Sells as Project Manager for the ACWA JPIA pursuant to the exception to the 180-day waiting period under Government Code(s) 7522.56 and 21224.

Review Executive Committee Election Process

Ms. Beatty noted that at their March 23, 2023 meeting, the Executive Committee reviewed a proposal to revise the Executive Committee election rules but, due to its proximity to an election, the Committee decided that the original election rules should remain in place and be revisited at a later time. Ms. Beatty directed the Committee to the packet which included all of the election rules contained in the Bylaws and Board Manual and noted that staff is seeking direction from the Committee on any elements of the process they would like to consider changing.

The Committee discussed at length, simplifying the voting rules and shifting to an electronic election voting system in place of paper ballots. Staff was tasked with researching voting systems and providing further options at the January 2024 Executive Committee meeting for discussion.

Discuss Creation of the Walter "Andy" Sells Risk Management Award

Ms. Beatty stated that staff was seeking input on the creation of a Walter "Andy" Sells Risk Management Award. Ideally, the award would relate to one of Mr. Sells' core traits

and strong beliefs in the world of risk management and pooling. She also noted that staff is open to any other suggestions to honor Mr. Sells' legacy.

The Committee suggested renaming an existing JPIA grant or award in Mr. Sells' name. Staff was asked to explore further and report back at the next Executive Committee meeting.

PROGRAMS

Significant Claims Report

Ms. Bowles reported on a workers' compensation claim settlement that had been previously presented for authority. The following case has been settled since this Committee's last meeting:

Laurain v. Goleta Water District (3/2/21; CT to 8/30/21)

This claim involved an Equipment Operator employed 2009-2021. The injured worker filed two claims involving internal, neck, bilateral upper extremities, bilateral shoulders, and bilateral knees. The claims were settled for a total of \$180,000.00. The claim has been closed.

CALIFORNIA WATER INSURANCE FUND

California Water Insurance Fund (CWIF) Vice Chair Drake reported on the agenda items from the CWIF meeting on September 28, 2023. Key agenda items included the appointment of CWIF Officers with Adrienne Beatty elected as President; an investment portfolio update and asset allocation study were presented by PFM; approval of the Dividend Policy changes; and approval of the Liability Program Reinsurance Agreements for 2023-24 policy year.

MISCELLANEOUS

ACWA Update

Ms. Giammona reported on the upcoming region events as well as the ACWA Fall Conference to be held in Indian Wells from November 28-30, 2024.

CEO Update

Ms. Beatty shared that the Strategic Planning Session (SPS) will be held in San Diego from January 29-30 to be facilitated by Mr. Rick Brush, Chief Member Services Officer, of PRISM. The theme for this meeting will be "Measures That Matter" which focuses on designing organizational value statements from the perspective of the membership and then using that information to fine-tune services and communications. Ms. Beatty added that the Executive Committee will be receiving SPS "homework" to assist them with gathering value statements, or information that can become value statements, from their own Districts as well as peers that also participate in JPIA programs.

Ms. Beatty also reviewed the schedule of meetings and events to be held at conference in Indian Wells on November 27-28, 2023. At the pre-Board Meeting luncheon, Ms. Beatty will introduce and structure a Q&A session focused on the membership getting to know JPIA's newest hires, Director of Pooled Programs, Jennifer Jobe, and Director of

Member Outreach, Kevin Phillips. For the first time in many years, the Sexual Harassment Prevention for Board Members and Managers course will not be offered on Tuesday afternoon as it conflicts with other ACWA Committee meetings.

Ms. Beatty noted that all Committee meetings, except for the Executive Committee, are advisory and that, outside of the Chair and Vice Chair, all other Executive Committee members attending are doing so as members of the public and should operate accordingly. She also noted that staff will ensure the Executive Committee receive packets and attendance information for all advisory Committee meetings at the time the Committee receives them and they are welcome to attend.

Ms. Beatty shared that, at the January meeting, she will provide information on the estimated to actual cost of the 2022-23 G&A (General & Administrative) budget, pending the completion of the financial audit.

Future Agenda Items

None.

Availability for next meeting: The Executive Committee is scheduled to meet next at Fall Conference in Indian Wells on November 27, 2023.

The Executive Committee meeting adjourned at 10:09 a.m.

Attest:

X

Melody McDonald
Chair

X

Adrienne Beatty
Secretary