



Approved: June 21, 2023

Executive Committee Meeting

Monterey Marriott
350 Calle Principal
Monterey, CA 93940

May 8, 2023

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Vice-Chair: David Drake, Rincon del Diablo Municipal Water District
Fred R. Bockmiller, Mesa Water District
Cathy Green, Orange County Water District, ACWA VP
Chris Kapheim, Kings River Conservation District
Randall Reed, Cucamonga Valley Water District
J. Bruce Rupp, Humboldt Bay Municipal Water District

MEMBERS ABSENT

None.

STAFF PRESENT

See attendance list.

OTHERS IN ATTENDANCE

See attendance list.

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 9:50 a.m. She announced there was a quorum.

PLEDGE OF ALLEGIANCE/EVACUATION PROCEDURES

Chair McDonald led the Pledge of Allegiance and Mr. Sells gave the evacuation procedure instructions.

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 California 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. There were none from staff.

CONSENT AGENDA

Chair McDonald called for approval of the Consent Agenda:

M/S/C (Bockmiller/Green) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the minutes of the March 23, 2023 meeting; 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: March 16-31, 2023; April 1-15, 2023; and April 16-30, 2023.

ADMINISTRATION

Report on meetings attended on behalf of the JPIA

Director Drake reported on his visit to Vallecitos Water District with Mr. Sells and Ms. Beatty where they provided a JPIA update to the District's Board of Directors. A few other Directors reported they had attended similar presentations with Mr. Sells and Ms. Beatty as well.

Introduction of JPIA Director of Member Outreach

Mr. Sells stated that the Director of Member Outreach position is a new position that will oversee the areas that touch the membership the most, ensuring that there is coordination and consistent messaging, and that the needs of members are met, efficiently and effectively. JPIA is pleased to announce the selection of Kevin Phillips as the new Director of Member Outreach. Mr. Phillips previously served as the Chair of the Finance Committee for ACWA JPIA when he was with Paradise Irrigation District. His most recent position prior to joining the JPIA was Town Manager with the Town of Paradise. Prior to that, Kevin served as Chief Financial Officer and General Manager at Paradise Irrigation District. Kevin is a Certified Public Accountant and holds a Bachelor of Science degree in Business Administration.

Review of Upcoming Executive Committee Onboarding Workshop on June 14-15, 2023

Mr. Sells stated that an Executive Committee Onboarding Workshop will be held on June 14-15, 2023 at the JPIA offices in Roseville, California. Workshop presentations

will include a review of the Executive Committee Core Values, finance and pooled programs overviews, and department presentations.

Review and Take Action on AGRiP Recognition Application Approval

Mr. deBernardi noted that the Association of Governmental Risk Pools (AGRIP) has a program called the Advisory Standards Recognition which conducts a comprehensive review and evaluation of internal operational procedures. Pools that meet the Advisory Standards are granted Recognition for three years, assuring its governing body and its members that the pool is operating as effectively as they expect. It has been three years since the JPIA's most recent recognition by AGRIP and the JPIA is now in the process of renewing its recognition with AGRIP. The application process requires the JPIA's Executive Committee to approve the application and it must be signed by the Board President before submitting to AGRIP for review.

M/S/C (Rupp/Green) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve the AGRIP Advisory Standards Recognition Application, as presented.

PROGRAMS

Cyber Program Update and Review of Cyber Risk Management Options

Ms. Beatty noted that as of July 1, 2022, the Cyber Liability Program only provides coverage to members that have taken affirmative action to participate in the Program by completing an application and paying the premium. It is a fully insured program that renews on July 1 of every year. The JPIA has transitioned to a new broker, Aon, who had been the broker prior to 2020-21 and has also been the broker on the Liability and Workers' Compensation Programs since 2013. The transition will hopefully provide broader coverage and premium savings for the membership.

Ms. Beatty presented historical graphs on the Cyber program premiums and sublimits from the start of the program in 2016 through 2023. She noted that since technical cyber risk management services are outside of the scope of the JPIA's on-staff Risk Advisors, any risk management resources implemented would have to be outsourced and therefore will incur additional hard costs for the members. She presented two cyber risk management resources to assist the membership. KnowBe4 provides security awareness training to staff on a regular basis, including simulated phishing attacks. KYND provides cyber risk management services as an extension of the JPIA Risk Management staff. Their services include continuous cyber risk monitoring along with cyber risk support calls. Currently, JPIA is negotiating prices for these two cyber risk management resources to potentially be extended to members of the Cyber Liability Program, pending final pricing and approval by the Executive Committee.

The consensus of the Executive Committee was for staff to continue exploring these options and bring back a recommendation at the June meeting, along with pricing for the 2023-24 cyber policy.

CALIFORNIA WATER INSURANCE FUND

Mr. Sells stated that the California Water Insurance Fund (CWIF) is required by Utah's Department of Insurance to hold at least one in-person meeting per fiscal year in the State of Utah. As such, the next CWIF Board meeting will be held in Salt Lake City, Utah on May 25, 2023. Agenda items for this meeting will include the elections of the new Chair and Vice-Chair, as well as an update from the CWIF Investment Advisor, PFM.

EMPLOYEE BENEFITS PROGRAM COMMITTEE

Employee Benefits Program Committee Chair Rupp reported on the recommendations of the Employee Benefits Program Committee from their meeting held on April 26, 2023.

M/S/C (Rupp/Drake) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee accept the Employee Benefits Program Committee recommendation to approve the Carrum incentive of \$250 to participants for being evaluated for surgery by Carrum Health, effective January 1, 2024.

M/S/C (Rupp/Green) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee accept the Employee Benefits Program Committee recommendation to approve the new dental plan designs with a \$3,000 maximum benefit, effective January 1, 2024.

M/S/C (Rupp/Bockmiller) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee accept the Employee Benefits Program Committee recommendation to approve the new vision plan designs that include prescription safety glasses, effective January 1, 2024.

M/S/C (Rupp/Kapheim) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee accept the Employee Benefits Program Committee recommendation to approve using a target of \$34 million for the Employee Benefits Reserve Fund.

MEMBERSHIP

Review and Take Action on Membership Applications – Olivenhain Municipal Water District

Ms. Cruz provided a brief background on Olivenhain Municipal Water District's (OMWD) application for admission into the Property and Liability Programs. The District has participated in the Employee Benefits Program since 2012. OMWD is a Special District organized under Section 71000 of the California Water Code, and provides water, wastewater services, recycled water, local hydroelectricity, and the operation of Elfin

Forest Recreational Reserve. OMWD is a member of the San Diego County Water Authority (SDCWA) and obtains all of its purchased water supply from SDCWA.

A new member risk assessment was conducted in February 2023 to determine substantial conformance with the JPIA's Commitment to Excellence (C2E) Program, JPIA best practices, occupational safety and health standards, and consensus with public agency loss control methods. Ten OMWD sites were visited over the course of the two-day assessment. Sites visited were well maintained and secure. Overall, a favorable opinion was developed about the staff and operations of the OMWD.

Upon admission to the programs, a service plan will be implemented from July 2023 to June 2024 to complement the District's safety and risk management program with ACWA JPIA resources.

M/S/C (Drake/Green) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve Olivenhain Municipal Water District's application for admission into the Liability and Property Programs.

Review and take action on Membership Applications – Rio Linda/Elverta Community Water District

Ms. Cruz provided a brief background on Rio Linda/Elverta Community Water District (RLECWD) application to join the Workers' Compensation Program. Currently, RLECWD is a member in good standing of the JPIA's Liability and Property Programs since 1986 and of the Employee Benefits Program since 2016. By joining the Workers' Compensation Program, the District is consolidating their coverage with the JPIA.

The Risk Management Department conducted a Risk Assessment to review the District's application and operations in accordance with the JPIA's Commitment to Excellence Program (C2E).

Upon admission to the Workers' Compensation Program, a service plan will be implemented from July 2023 to June 2024 to complement the District's safety and risk management program with ACWA JPIA resources.

M/S/C (Rupp/Reed) (Bockmiller-Yes; Drake-Yes; Green-Yes; Kapheim-Yes; Reed-Yes; Rupp-Yes; McDonald-Yes): That the Executive Committee approve Rio Linda/Elverta Community Water District's application for admission into the Workers' Compensation Program.

MISCELLANEOUS

Discuss future agenda items

None.

CEO update

Mr. Sells reported on the JPIA's current relevant issues, including the hiring of two new Directors and two new Managers. He also stated that after the Board meeting, there will be new Directors joining the Executive Committee.

Availability for next meeting: The Executive Committee is scheduled to meet for an Onboarding Workshop on June 14-15, 2023 and a regular meeting on June 21, 2023.

The Executive Committee meeting adjourned at 11:10 a.m.

Attest:

X

Melody McDonald
Chair

X

Walter A. Sells
Secretary

ATTENDEES & JPIA STAFF IN ATTENDANCE – MAY 8, 2023

<u>District / Organization</u>	<u>First Name</u>	<u>Last Name</u>	<u>Position</u>
ACWA JPIA	Laura	Baryak	Administrative Assistant II
ACWA JPIA	Adrienne	Beatty	Assistant Executive Officer
ACWA JPIA	Erin	Bowles	Workers' Comp. Manager
ACWA JPIA	Chimene	Camacho	Executive Assistant (Recording Secretary)
ACWA JPIA	Sarah	Crawford	Training Manager
ACWA JPIA	David	deBernardi	Director of Finance
ACWA JPIA	Robin	Flint	Risk Control Manager
ACWA JPIA	Robert	Greenfield	General Counsel
ACWA JPIA	Molly	Quirk	Communications/Outreach Specialist
ACWA JPIA	Jillian	Sciancalepore	Workers' Comp. AA II
ACWA JPIA	Andy	Sells	Chief Executive Officer
ACWA JPIA	Tony	Waterford	HR Manager
ACWA JPIA	Sandra	Smith	Employee Benefits Manager
ACWA JPIA	Dan	Steele	Finance Manager
ACWA	Dave	Eggerton	Executive Director
ACWA	Tiffany	Giammona	Director of Member Outreach
Madera Irrigation District	Carl	Janzen	Director
San Juan Water District	Pamela	Tobin	Director
Santa Margarita Water District	Saundra	Jacobs	Director
Tahoe City Public Utilities District	John	Pang	Director
Valley Center Municipal Water District	Jim	Pugh	Alternate Director