

**MINUTES OF THE  
MBASIA BOARD OF DIRECTORS MEETING  
FRIDAY, NOVEMBER 6, 2015 at 9:00 a.m.  
HOTEL PACIFIC  
300 PACIFIC STREET  
MONTEREY, CA 93940**

**MEMBERS PRESENT**

Jamie Goldstein, City of Capitola  
Susan Stanton, City of Greenfield  
Rene Mendez, City of Gonzales  
Brett Miller, City of Hollister  
Steve Adams, City of King  
Layne Long, City of Marina  
Linda Scholink, City of Sand City  
Steve Ando, City of Scotts Valley  
Adela Gonzales, City of Soledad

**MEMBERS ABSENT**

Daniel Dawson, City of Del Rey Oaks

**GUESTS & CONSULTANTS**

Nina Aguayo, City of Greenfield  
Francine Uy, City of Soledad  
Conor Boughey, Alliant Insurance Services, Inc.  
Michael Simmons, Alliant Insurance Services, Inc.  
Vadim Livshits, Alliant Insurance Services, Inc.  
Charles Raibley, Crowe Horwath  
Martin Koczanowicz, City of King

**A. CALL TO ORDER**

Jamie Goldstein called the meeting to order at 9:00 a.m.

**B. CONSENT CALENDAR**

**B1. Approval of Minutes**

**B1a. Minutes of the June 22, 2015 Board of Directors Meeting**

**B1b. Minutes of the September 8, 2015 Board of Directors Meeting**

**B1c. Minutes of the October 9, 2015 Board of Directors Meeting**

Motion to approve the Consent Calendar

**Motion:** Linda Scholink

**Second:** Adela Gonzales

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									

**B2. Service Calendar and Status of Deliverables**

**B3. Bills and Correspondence**

**B3a. Ratification of Disbursements June 30, 2015-September 30, 2015**

Administrators will fix a spelling error on page 4 of the June 22, 2015 Minutes.

Motion to approve the Consent Calendar with the above correction.

**Motion:** Rene Mendez

**Second:** Linda Scholink

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									

**C. PUBLIC COMMENTS**

There were no public comments.

**D. BOARD OF DIRECTORS**

**D1. Committee Report**

**D1b. Safety Committee**

**D1b1. Safety Grant Funds**

Conor Boughey reminded the Board Members that funds are available. Each City may request up to \$7,500 for projects or programs at their City that improve safety or help to control losses, pending approve of the Safety Committee. After May 1<sup>st</sup> of each year, any funds remaining in the program become available to all Members, who may request up to another \$7,500 if funds are

available. Conor reports that one Member City has had great success with increasing the participation rates of employees in fitness by providing Fitbits.

## **D1c. Coverage and Claims Committee**

### **D1c1. Summaries of Insurance**

Summaries of Insurance are provided for Members annually. Members are encouraged to keep them easily accessible for quick reference.

## **D2. UNFINISHED BUSINESS**

### **D2a. Status of the City of King's Membership**

Martin Kockzanowicz stated that the money owed to the Pool will be paid by the City upon exit of the Pool. They cannot guarantee that the money can be paid on July 1<sup>st</sup>, but they will pay it.

King City states they haven't decided that they will definitely withdraw from the Pool.

Linda Scholink asked when the deadline for the withdrawal is. Conor reminded the Board that the City of King has until March 1, 2016 to formally withdraw for exit on June 30, 2016.

Conor Boughey noted that King City would have to make notice of withdrawal to ERMA as well as MBASIA. Jamie Goldstein also added that if the City did not give notice on March 1<sup>st</sup>, then the Board would have until April 1<sup>st</sup> to give notice to the City for involuntary withdrawal.

Layne Long commented that if the City continues to pursue a new Police Chief, then their intention is not to comply with the PIP. He wants Steve Adams to understand that if the City does not chose to comply with the PIP, then the Pool is firm on the withdrawal of the City, voluntary or involuntary.

Rene Mendez commented that the City needs to be really specific with their intents. Steve Adams commented that he plans to do that. He just needs time to evaluate the situation and do what is in his City's best interest.

Martin commented that he doesn't believe the City's budget will be approved by the next Board Meeting. He asked if the Board is open to a meeting after February 1<sup>st</sup>, but before March 1<sup>st</sup>.

### **D2b. Available Programs Provided by CSAC EIA**

Conor explained the makeup of CSAC EIA's membership, which includes school districts, cities, counties, special districts, etc. He also gave a summary of who CSAC EIA is, their size, and the scope of their work. He explained the programs that CSAC EIA offers and the differences between GL1 and GL2.

## **D3. NEW BUSINESS**

### **D3a. Review of Items Discussed at the Long Range Planning Meeting**

Conor explained that this item is a recap of the action decided on at the LRP meeting, and is brought back to take formal action.

**D3a1. Liability Budget Review**

On the Liability budget, a recommendation was given for \$250K capped, 5050 experience exposure, total incurred, 5 6 & 7 year history, 50% year over year max.

Motion to amend the liability budget as outlined and bring back to board in February

**Motion:** Rene Mendez

**Second:** Adela Gonzales

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									

**D3a2. Workers' Compensation Budget Review**

There were no change recommended on WC budget

**D3a3. Volunteer Coverage**

There was no change on volunteer coverage.

There was no change on LCW vs. ERMA

**D3b. Financial Audit Update**

Charles Raibley reported on the financial audits for 2013-14 and 2014-15.

Motion to approve the Audit for 2013/14 and 2014/15

**Motion:** Rene Mendez

**Second:** Brett Miller

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									

**D3c. Records Retention Policy and Procedure**

Conor Boughey explained that this Board does not have a record retention policy. One is proposed in the agenda packet based on other similar Pools.

Motion to approve Records Retention Policy.

**Motion:** Adela Gonzales      **Second:** Brett Miller

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									

**D3d. Conflict of Interest Code**

Vadim Livshits reported that a requirement from the FPPC stipulates that the Conflict of Interest Code must be posted publically on the MBASIA website with specific language for 45 days to give the public a chance to request a hearing. Vadim will post the language to the website pending approval of the Board.

Motion to approve posting of the language to the MBASIA website.

**Motion:** Rene Mendez      **Second:** Adela Gonzales

**MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									

**D4. LOSS REPORT**

Motion to enter Closed Session

**Motion:** Brett Miller      **Second:** Susan Stanton

**MOTION CARRIED**

The Board entered closed session at 2:45 p.m.

### **D4a. Workers Compensation Administrators Report**

Direction was given to the WC Claims Administrator.

The Board took action on a claim and gave approval in principal.

### **D4b. Liability Third Party Administrators Report**

No reportable action took place.

Motion to exit closed session.

**Motion:** Rene Mendez      **Second:** Brett Miller      **MOTION CARRIED**

The Board came out of Closed Session at 3:15 p.m.

The Board gave authority to the Workers Compensation Third Party Claims Administrator with respect to confidential claims discussed during closed session.

## **F. CORRESPONDENCE/INFORMATION**

### **F1. Next Board Meeting & Upcoming Training Sessions**

The administrators have a conflict on April 25, 2016 and would like to move the meeting to May 2, 2015.

Motion to amend the calendar.

**Motion:** Brett Miller      **Second:** Linda Scholink      **MOTION CARRIED**

	Jamie Goldstein	Rene Mendez	Susan Stanton	Brett Miller	Michael Powers	Layne Long	Linda Scholink	Steve Ando	Francine Uy
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									

### **F2. PARMA Conference Information**

## **ADJOURNMENT**

**Meeting adjourned at 3:15 p.m.**