Trindel Insurance Fund

Alpine - Colusa - Del Norte – Lassen – Modoc – Mono – Plumas - San Benito – Sierra – Sutter - Trinity
A Joint Powers Authority Established in 1980
www.trindel.org

BOARD OF DIRECTORS MINUTES
October 3, 2018
Embassy Suites Napa Valley
1075 California Boulevard, Napa, CA 94559

PRESIDENT	VICE PRESIDENT	SECRETARY
Chester Robertson	Nathan Black	Nicholas Poole

Thursday, October 3, 2018 8:00 am meeting called to order by President Chester Robertson

A. Roll Call.

Board Members Present:
Carol McElroy-Alpine
Richard Egan-Lassen
Chester Roberson-Modoc
Nick Poole-Plumas
Roberta Allen-Plumas
Van Maddox-Sierra
Nate Black-Sutter
Richard Kuhns-Trinity
Todd Manouse-Colusa
Cathy Hafterson-Del Norte
Jay Sloane-Mono
David Nelson-Trindel
Melissa Robinson-Trindel

Board Members Absent:
Joe Paul Gonzalez-San Benito

Others Present
Nicole Williams-Alpine CAO

B. Public Comment: No Public Comment

Matters under the jurisdiction of the Board, whether or not on the posted Final Agenda, may be addressed by the general public at this time. The total amount of time for public comment shall be no more than fifteen minutes. The Chair, with consensus of the Board, may establish reasonable regulations including, but not limited to, limiting the amount of time allocated for a particular issue and for each speaker. No action is to be taken or substantive discussion pursued on matters not on the posted Final Agenda.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

C. Consent Agenda:

1. Approval of Minutes of May 2018 Meeting.

2. Approval of Register, Checks & Invoices for the fourth quarter of the 2017-18 fiscal year pursuant to Bylaws Article XIV, Section 2.

   Members reviewed register, checks and invoices and Executive Director, David Nelson was asked to look over claim #'s TIBU-600184 (employee name not recognized but confirmed), TIBO-549729 (lien payment made on a closed file).

   Motion made by Van Maddox, and Second by Jay Sloane to approve the May 2018 minutes, register, checks, and invoices for the fourth quarter of the 2017-2018 fiscal year pursuant to the Bylaws Article XIV, Section 2. Motion Carries.

   AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas Sierra, Sutter, Trinity out of room
   NOES: None
   ABSTAIN: None
   ABSENT: San Benito

D. Informational / Direction: Staff Reports on activities since the May 17-18, 2018 Board Meeting.

Executive Director, David Nelson discussed reports and activities in binder starting with his Executive Director report: The last three weeks of September the office staff has been helping with the CAJPA accreditation that happens every 3 years. This was an item that was not budgeted for, with a cost of $7,000. Discussion was held on how the formula (CAJPA) used to measure health of the organization verses the actuarial arrived confidence levels. Suggestions were made by members that after JPA accreditation gets back they would like to go over numbers again and talk about a line item on return of funds and funding status. Trindel also had financial audit from Clifton Larson that is still waiting on a return draft. Trindel was charged a fee for paper filling over 250 1099's with IRS. Nate Black and Richard Egan suggest writing a follow up letter to the IRS for reduction in penalties since this is a first offense for Trindel (appeal process).

Executive Director, David Nelson went over Liability and Property reports and activities in binder: The first County Counsel Risk Management meeting has been set for October 17th and 18th 2018. Discussion was held on who will be attending and the importance of our County Counsels, Attorneys, and Trindel and the roles they take with each other. Mention is made about continuing education credits that will be available. Comments were made on the loss data report. Inversion trend in the history, regarding claims.

Executive Director, David Nelson went over Loss Prevention reports and activities in binder: 35 County visits by Loss Prevention Staff, 11 Loss Prevention audits conducted. 10 of 11 Counties received 80 or more points; Sierra County received a perfect 100 points; Sutter County did not achieve the minimum 80 points to achieve full funding. 48 workshops were conducted; The Loss Prevention/HR meeting was held August 21st, 22nd, 23rd in Mono County where 10 of 11 counties

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

participated. 7 of 11 counties participated in the Trindel sponsored annual safety award. Discussion was held on what the Trindel sponsored annual safety award entails.

Trindel is working with member County Sheriff's offices and Behavioral Health in conducting an active shooter training at the next DSR meeting. Members suggested videotaping the training and also making sure to include examples of de-escalation.

Executive Director, David Nelson went over Workers' Compensation reports and activities in binder: Members agreed that taking the loss prevention person to meet the medical providers was beneficial. Attorney Russ Youmans created a one year template overview at no cost, to help educate and train adjusters. Todd Manouse expressed his gratitude for the employees that provide excellent customer service to Colusa.

E. Discussion / Direction: Review the Statement of Net Assets, Statement of Revenues Expenses and Changes in Net Assets, Budget to Actual, and Treasurers Report as of 6/30/2018.

Executive Director, David Nelson reviewed the financial statements as of June 30, 2018. Budget was over in employee benefits due to CalPERS payment. Members suggested adding total lines for budget appropriation and actual. Nate Black offered to help Brian Ralph, Trindel's Financial Analyst with the format. Additional suggestions were made to see a statement of activities for a five year trend at the county level. Discussion was held about transferring money into Chandler, the explanation of EIO and if there is an option to explore EIO investments that would increase our investment returns. Suggestions were made to look into a structured policy on investment deposits based on a cash flow analyses.

F. Informational / Discussion: Chandler Asset Management presenting the Fund's portfolio review.

Carlos Oblites from Chandler Asset Management presented Trindel's portfolio performance summary. Using LAIF as a benchmark of yield performance a comparison was made. Carlos provided a portfolio review of investments in high quality fixed income securities consistent with the investment policy and California Government Code.

G. Discussion: County unfunded liabilities strategies.

Executive Director, David Nelson discussed CalPers unfunded liabilities and presented different options for members to start planning and funding their own county liability. Members suggested adding additional information on reports such as FTE, and manual tracking spreadsheet. Report suggested that Trinity, Del Norte, and Modoc Counties will have financial challenges funding the pension and OPEB liabilities.

H. Discussion/Adoption: May 2018 Workers' Compensation Audit.

Executive Director, David Nelson reviewed the Workers' Compensation audit performed in May 2018. Motion made by Nate Black, and Second by Carol McElroy to approve the May 2018 CSAC EIA Audit report. Motion Carries.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas Sierra, Sutter, Trinity
NOES: None
ABSTAIN: None
ABSENT: San Benito

I. Discussion/Direction: 2018 / 2019 goals and objectives.

Executive Director, David Nelson presented 2018-2019 goals for Trindel.

J. Discussion/Adoption: Workers' Compensation Pool Policy.

Executive Director, David Nelson informed the board that their direction to formulate a WC pool policy should be redirected to a pool MOU. The Pool Policy for Workers' Compensation was reviewed. Members held discussion and directed Executive Director, David Nelson to make changes and provide proposals for policy at next board meeting.

K. Discussion/Direction: Claims Review Committee general outline.

Executive Director, David Nelson discussed what a claims review committee looks at and shared how to process a settlement request.

L. Discussion/Direction: Sale of tail claims update.

Executive Director, David Nelson discussed how he was unsuccessful at finding buyers to purchase the tail claims but that he still was looking for a more cost effective way to administer them.

M. Authorize/ sign: Engagement letter for Clifton Larson Allen LLP.

Executive Director, David Nelson reviewed the engagement letter by Clifton Larson Allen LLP and informed members that this year Clifton Larson Allen LLP required a chairman of the board to sign it. Motion made by Richard Egan, and Second by Todd Manouse to approve the signing of the engagement letter for Clifton Larson Allen LLP. Motion Carries.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas Sierra, Sutter, Trinity
NOES: None
ABSTAIN: None
ABSENT: San Benito

N. Discussion/Direction: Landfill pollution policy discussion ESJPA & Trindel.

Executive Director, David Nelson gave a presentation on general liability, closure, post closure, and corrective action as it relates to landfill coverages. Discussion was held on the different areas of landfill coverage and the attempts to find a solution for first party coverage for the corrective action portion.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322

O. Future Meetings: Strategic Planning Meeting, January 2019 in Weaverville.

Discussion was held to have strategic planning meeting January 17th and 18th in Weaverville, CA. with the following May 2019 meeting to be held in Alpine County. Members delegated the responsibility to David Nelson to contact Bill Chiat at CSAC to help recommend a facilitator or choose one himself.

P. Review/ Discussion: Underwriting policy

Executive Director, David Nelson reviewed and discussed the Underwriting policy with members. The objective is to set the criteria for prospective members as well as setting up funding levels for current and new members. Suggestions were made to incorporate some of the Bylaws into the underwriting policy with regards to the new pooling layers. No action for votes. Members directed Executive Director, David Nelson to make necessary changes and provide proposal of policy for the board at another meeting.

Adjourn: Wednesday Date: October 3, 2018 Time: 4:47PM

Disability Access: The meeting room is wheelchair accessible and disabled parking is available at the meeting location. If you are a person with a disability and you need disability-related modification or accommodations to participate in this meeting, please contact the Executive Director at phone (530) 623-2322, fax (530) 623-5019 or email dnelson@trindel.org. Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.

P.O. Box 2069 Weaverville, Calif. 96093 Phone: (530) 623-2322