

TRINDEL INSURANCE FUND BOARD OF DIRECTORS AGENDA

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

PRESIDENT
Nathan Black

VICE-PRESIDENT
Roberta Allen

SECRETARY
Van Maddox

Location: GoToMeeting: 51 Arbuckle Ct. Weaverville Ca, 99 Water St. Markleeville CA, 547 Market St. Colusa CA, 981 H St. Crescent City, 221 Roop St. Susanville CA, 204 South Court St. Alturas CA, 1301 Castalia Dr. NC, 520 Main St. Quincy CA, 481 Fourth St. Hollister CA, 100 Courthouse Sq. Downieville CA, 463 Second St. Yuba City CA, 11 Court St. Weaverville CA.

Date: Thursday, January 20, 2022 – Day 1
Time: 1:00 PM – 5:00 PM
GoToMeeting Link: <https://global.gotomeeting.com/join/753768573>
You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)
United States: +1 (224) 501-3412
- One-touch: <tel:+12245013412,,753768573#>
Access Code: 753-768-573
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<https://global.gotomeeting.com/install/753768573>

Date: Friday, January 21, 2022 – Day 2
Time: 8:30 PM – 12:00 PM
GoToMeeting Link: <https://global.gotomeeting.com/join/590390381>
You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)
United States: +1 (872) 240-3412
- One-touch: <tel:+18722403412,,590390381#>
Access Code: 590-390-381
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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

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Call to Order: 1:04 PM on Thursday, January 20, 2022. President Nathan Black presided over the meeting.

I. Roll Call

January 20, 2022

Alpine County	Sarah Simis
Colusa County	Kaline Moore
Del Norte County	Neal Lopez
Lassen County	Richard Egan (left at 3:56 PM)
Modoc County	Chester Robertson
Mono County	Jay Sloane
Plumas County	Roberta Allen
San Benito County	Absent
Sierra County	Judi Behlke
Sutter County	Nathan Black, Jason Claunch
Trinity County	Rebecca Cooper
Trindel Staff	David Nelson, Andrew Fischer, Katie Twitchell, Rachael Hartman, Heather Rowbury, Anita Cooper
Bickmore Actuarial	Mike Harrington
Chandler Asset Management	Carlos Oblites
Prism	Gina Dean

January 21, 2022

Alpine County	Nichole Williamson
Colusa County	Kaline Moore
Del Norte County	Neal Lopez
Lassen County	Tony Shaw (arrived at 8:50 AM)
Modoc County	Chester Robertson
Mono County	Jay Sloane
Plumas County	Roberta Allen
San Benito County	Absent
Sierra County	Judi Behlke
Sutter County	Nathan Black, Jason Claunch
Trinity County	Richard Kuhns, Rebecca Cooper
Trindel Staff	David Nelson, Andrew Fischer, Katie Twitchell, Heather Rowbury, Anita Cooper
James Marta & Company	James Marta
Prism	Gina Dean

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II. Public Comment

No Public Comment

III. Consent Calendar

- a. Approval of Minutes, September 23rd & 24th, 2021

An action to approve the Minutes of September 23-24, 2021 meeting. David Nelson, Executive Director, announced the minutes from the September 2021 Board of Directors meeting were previously distributed by email to board members for review. Motion by Chester Robertson of Modoc County to approve minutes, Seconded by Sarah Simis of Alpine County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity

NOES: None

ABSENT: San Benito

IV. Reports

- a. Committee Reports

- i. *Pool Claims Review Committee*

David Nelson, Executive Director, presented an update of activities for Pool Claims Review Committee.

- b. Staff Reports

- i. *Risk Control Department*

Rachael Hartman, Director of Risk Control, presented staff report for Risk Control Department with updates since the last board meeting.

- ii. *Liability Property Department*

Andrew Fischer, Director of Liability and Property, presented staff report for Liability and Property Department with updates since the last board meeting.

- iii. *Workers' Compensation Department*

Katie Twitchell, Director of Workers' Compensation, presented staff report for Workers' Compensation Department with updates since the last board meeting.

- iv. *Administration Department*

David Nelson, Executive Director, presented staff report for Administration Department with updates since the last board meeting.

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c. Treasurers Report

David Nelson, Executive Director, reviewed highlights from Treasurers Report, including an informational report on fund balances and earned income.

d. Investment Report

Carlos Oblites, Sr. Portfolio Strategist Chandler Asset Management, presented investment report with an update on market conditions and a review of Trindel portfolio.

Adjourned for Break: Thursday, January 20, 2022, 2:47 PM

Reconvened after Break: Thursday, January 20, 2022, 3:00 PM

e. Captive Discussion

Mike Harrington, President and Principal of Bickmore Actuarial, presented the components of Captive Feasibility Study, the first step in forming a captive. Discussion with direction to bring action item back to Board of Directors meeting in May 2022.

V. Programs

a. Actuarial Reports

An action to acknowledge and approve Actuarial Reports from Bickmore. Mike Harrington, Bickmore Actuarial, presented Actuarial Review of Self-Insured Liability Program, Medical Malpractice, Property, and Workers' Compensation Programs. Motion by Sarah Simis of Alpine County to approve Actuarials for all programs, Seconded by Neal Lopez of Del Norte County.

Motion carried with 6 Ayes, 0 Noes, 5 Absent.

AYES: Alpine, Colusa, Del Norte, Mono, Plumas, Sutter

NOES: None

ABSENT: Lassen, Modoc, San Benito, Sierra, Trinity

b. Enterprise Risk Management Review

David Nelson presented the objective of the Enterprise Risk Management process to be brought back to board at Strategic planning session in September 2022.

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Adjourned: 4:43 PM on Thursday, January 20, 2022

Call to Order: Reconvened at 8:40 AM on Friday, January 21, 2022

V. Programs

c. Program Premiums

David Nelson presented a review of premium calculations and FY 22/23 Premiums.

VI. General Business

a. Check Register & Invoices

An action Item to approve check registers & invoices from 7/1/2021 through 12/31/2021 pursuant to Bylaws Article XIV, Section 2. Motion by Nichole Williamson of Alpine County to approve check registers & invoices, Seconded by Chester Robertson of Modoc County. Motion carried with 10 Ayes, 0 Noes, 1 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity
NOES: 0

ABSENT: San Benito

b. Budget and Financial Statements as of 12/31/2021

David Nelson reviewed Statement of Net Assets, Statement of Revenues, Expenses, and changes in Net Assets, and Budget to Actual as of 12/31/21

Adjourned for Break: Friday, January 21, 2022, 10:01 AM

Reconvened after Break: Friday, January 21, 2022, 10:07 AM

c. Deputy Director Position

Discussion and action item. Requires 2/3 Vote to pass. Reviewed Deputy Director Position Description, Allocation, Organization Chart, and Budget Adjustment. Discussion on the timeline for recruitment process with direction to change the job title to Transitional Executive Director. Add duties for the absence of the Executive Director. Add expiration date of June 30, 2023, to coincide with end date of current Executive Directors contract. Recommendation to check with other pools for language. Position Description must be reviewed by Counsel and circulated with Executive Committee, then

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begin the recruitment process. On Salary Schedule, move Executive Director salary up to \$160K-\$200K. Two-month salary budget adjustment approved for May through June 2022.

Motion by Nichole Williamson of Alpine County to modify with changes discussed incorporated in the position description, review by counsel, circulate with Executive Committee, and then begin the recruitment process, Seconded by Jay Sloane of Mono County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity

NOES: None

ABSENT: San Benito

d. Chandler Contract

An action item to ratify the currently executed contract with Chandler Asset Management to include: a. Duty to Disclose conflicts of Interest, b. Disclosure to JPA of any investigation by a regulatory body for investment-related regulatory violations, and c. Provision of annual statement regarding any conflicts of interest.

Motion by Chester Robertson of Modoc County to ratify Chandler Asset Management contract, Seconded by Tony Shaw of Lassen County.

Motion carried with 10 Ayes, 0 Noes, 1 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sierra, Sutter, Trinity

NOES: None

ABSENT: San Benito

e. Annual Third Party Financial Audit

An action to acknowledge and approve the annual audit for Fiscal Year 7/1/20 to 6/30/21. James Marta, Marta & Company, presented their audit of Trindel Insurance Fund financial statements as fairly stated in all material respects.

Motion by Nichole Williamson of Alpine County to approve audit, Seconded by Chester Robertson of Modoc County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Sierra, Sutter, Trinity

NOES: None

ABSENT: Plumas, San Benito

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f. Financial Audit Engagement

An action item to authorize Executive Director to enter into a three-year agreement with James Marta and Company for audit services.

Motion by Tony Shaw of Lassen County to retain James Marta and Company for another 3 years, Seconded by Nichole Williamson of Alpine County.

Motion carried with 9 Ayes, 0 Noes, 2 Absent.

AYES: Alpine, Colusa, Del Norte, Lassen, Modoc, Mono, Plumas, Sutter, Trinity

NOES: None

ABSENT: San Benito, Sierra

g. Future Meetings

Informational review and discussion of previous and upcoming meetings dates. The May 2022 board meeting will be held in Mono County on May 19-20, 2022. The September 2022 board meeting will be held in Trinity County with dates to be coordinated with Strategic Planning Session.

Adjourned for Break: Friday, January 21, 2022, 11:27 AM

Reconvened after Break: Friday, January 21, 2022, 11:35 AM

Nathan Black, President, announced the Board will enter into Closed Session at 11:36 PM to discuss Executive Directors Evaluation.

VII. Closed Session

a. Executive Directors Evaluation

Government Code Section 54957.6 David Nelson

Nathan Black, President, announced the Board has left Closed Session at 12:26 PM and Reconvened into Open Session. No reportable action out of closed session.

VIII. Adjournment

Meeting Adjourned at 12:26 PM on Friday, January 21, 2022.