

**TRINDEL INSURANCE FUND
MINUTES OF
BOARD OF DIRECTORS MEETING
November 4 & 5, 2004
At CSAC-EIA Office, Rancho Cordova, CA**

Thursday, November 4, 2004, 9:00AM

1. Roll Call

Members & Alternates Present:

Randi Makley – Alpine (11-4-04 only)
Peggy Scroggins - Colusa
Joey Young – Del Norte
Karen Fouch - Lassen
Mike Maxwell – Modoc
Rita Sherman – Mono
Van Maddox – Sierra
Peter Huebner - Sierra
Brian Muir – Trinity
David Nelson, Trinity

Members & Alternates Absent:

San Benito

Others Present:

Lynda Pope – Colusa
Ron Vossler – Lassen
Liz Fisher - Sierra
Don Hemphill – Staff
Gene Herndon - Staff

2. Approval of Minutes of May 12, 13 & 14, 2004 meeting.

Motion by Trinity, second by Alpine to approve the minutes as presented, unanimous vote.

3. Informational Item: Register, checks & invoices between the dates of 5-1-04 and 10-15-04 are available for review pursuant to Bylaws Article XIV, Section 2.

No action taken, information only.

4. Discussion/Adoption of Resolution No. 04-08 amending the budget for the 03-04 fiscal year to reflect actuals for the Liability/Property, Med Mal, Workers Comp, Undistributed Loss Prevention Subsidy Funds, Pollution Program, Administration and Safety Officer budgets.

The Executive Director reviewed the changes with the Board. **Motion by Modoc, second by Colusa** to adopt Resolution No. 04-08 as presented, unanimous vote.

5. Discussion/Action on possible changes to the Loss Prevention Evaluation criteria, timing of LSTP data base input, consider allocating the full Loss Prevention Subsidy for the 04-05 year and other related items. Possible actions include changing the criteria retroactively or prospectively, setting cutoff date for data base input, consolidating or expanding the criteria, clarifying some of the criteria and giving the full \$40,000 of Loss Prevention Subsidy funds to every member for the 03-04 and/or 04-05 year.

There was a lengthy discussion on the Loss Prevention Evaluation form & criteria along with specific discussion on the Leadership/Supervisor Training program. Specific actions taken were:

By consensus the Board verified that the evaluation period for the Loss Prevention Evaluation is from June 1 to May 31 of each year.

Motion by Modoc, second by Alpine to direct staff to reevaluate LPE #6 on Colusa and Sierra and make adjustment as necessary to reflect the actual training that took place during the 03-04 fiscal year, however any information for the month of June 2004 that is included in the June 1, 2003 to May 31, 2004 evaluation period can not be included in the June 1, 2004 to May 31, 2005 evaluation period, unanimous vote.

Motion by Colusa, second by Modoc to keep the program as is for the 04-05 year, unanimous vote.

Motion by Colusa, second by Lassen to add the CAJPA and PARMA Conferences to LPE #10 (which became #9 after #5 & 6 were combined later in this motion) as eligible conferences, to combine LPE #s 5 & 6 to create a new #5 titled Management Training worth 25 points, with 80% still being sufficient to earn the 25 points, with 3 trainings to be required and none need be specifically for management & supervisor loss prevention (safety) training (former #5) but can still be counted as one of the 3 required trainings, unanimous vote.

The Board also discussed the possibility of creating an incentive program wherein the current Loss Prevention Subsidy could include additional dollars as an incentive.

Items discussed included block granting the \$40,000 based on the premise that the member has a loss prevention program, but increasing the member's contribution to Trindel by some amount that would become a pool of dollars for incentives. Or, in the alternative, to create a stable source of funding for the LSTP. Staff was directed to bring back alternatives/recommendations for the March 2005 Board meeting. Staff was also directed to bring back graphic representations of claim cost so that the members can better see what their loss history has been and if there might be a way to interpret that information in a manner that shows if the loss prevention program is working or not.

6. Staff report on activities since the May 2003 Board meeting. Discussion/Action on contracts with American Red Cross (CPR Training, Colleen Nelson), Craig Dill (driver training) and Jackson/Lewis (harassment, discrimination, EEOC training, Jennifer Shaw) authorizing the Executive Director to execute contracts to provide training at the members option.

Staff reported on recent activities and also discussed with the Board the re-designed website, future plans for the website, doing a full blown retreat on our Strategic Plan, DSR & LPS training, new requirement for sexual harassment training. Gene discussed the thought that he may purchase an aircraft for himself and wanted to know if Trindel would be willing to rent it from him, the response was ok as long as all the insurance, rental rate and related items are approved by the Board. **Motion by Colusa**, second by Alpine to authorize the Executive Director to execute agreements with American Red Cross (CPR Training, Colleen Nelson), Craig Dill (driver training) and Jackson/Lewis (harassment, discrimination, EEOC training, Jennifer Shaw) to provide training to the members as requested by the members, unanimous vote.

7. Discussion/Approval to use Health-Metrics to conduct hearing tests for 04-05 and subsequent years, subject to the approval of the TIF Executive Director, and authorizing the Executive Director to execute any required documents in an amount that is within the appropriate year's budget.

Motion by Mono, second by Del Norte to authorize the Executive director to execute an agreement with Health-Metrics to conduct hearing tests for 04-05 and subsequent years, unanimous vote. Tell them to get the GFI fixed.

8. Discussion/Direction to staff on continuing analysis of the cost effectiveness of the Primary Workers Comp (PWC) program.

The Executive Director discussed with the Board the possibility of exploring alternatives as part of his job duties and the fact that he intends to explore alternatives to the EIA including a closer look at the CPEIA. He explained that it is unlikely that

better programs/cost will be located but as we are all publicly funded we all have a duty to explore alternatives. He will report back to the Board at the March 2005 Board meeting.

The Executive Director continued with a detailed explanation of the analysis that was included with the agenda material.

No action taken, information only.

9. Discussion/Action on safety trinkets and jackets for this year.

Rita, Mono County, has ordered the trinkets, caribeener flashlight. Gene will take the orders for the jackets.

No action taken, information only.

The Board went into closed session to discuss Item #10:

10. Discussion/Action on opening staff agreements for the purpose of discussion/action on an amendment to both staff agreements relating to rental of office space. Includes amending both staff agreements.

The following action was done in open session:

Motion by Trinity, second by Mono to approve the amendment to each staff's agreement, unanimous vote.

11. Discussion/Approval of termination of the CMS contract (Mono workers comp TPA) and approval of agreement with a different third party administrator to provide workers' comp TPA services to Mono County effective ASAP.

Motion by Modoc, second by Colusa to authorize the Executive Director to give notice of termination of the agreement with CMS once Mono has decided where they are going with their TPA services for workers compensation claims and authorize the Executive Director to execute an agreement with the agreed upon TPA for Mono County, unanimous vote.

12. Discussion/Action on rate increase for long term EAP providers.

No action was taken on this item.

Item 13 was the only item addressed on Friday, November 5, 2004.

13. Presentation/Discussion by EIA Staff on the effects of SB899 on workers compensation processes, costs, savings, etc. This is an open item for discussion of any and all issues related to workers comp including TPAs. (Set for approximately 9:30am on November 5, 2004).

Rose Fratti, EWC Claims Manager, Kathy McLean, PWC Claims Manager and Karen Sickels, Claims Examiner, all with CSAC-EIA, presented information and answered questions regarding SB899. They also updated the Board on the progress of establishing a Medical provider network (MPN).

No action was taken on this item, information only.

14. Discussion/Action on cost of increasing use of web page for communication, expanded data base, possibly approval of agreement with RTS Computer Services and authorizing Executive Director to execute agreement.

Staff presented a brief update on the hardware and software needs for the future. No action was taken at this time.

15. 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.

Gina Dean, EIA Chief Operating Officer, and Anna Marie Will, EIA Underwriting Manager, offered input on the EIA on-line renewal applications, the Essential Link and other information on things EIA is doing. Gina also gave us an update on the CIPRA/PERI workers comp and liability data base, which may give us a way to benchmark where we are compared to others.

16. Future meetings – Does the board want to hold the winter meeting in conjunction with the March 3 & 4, 2005 CSAC-EIA Board meeting at the Hilton in Sacramento or set a different date. (PARMA is Feb 10-13). The May 2005 annual meeting is scheduled to

be in Alturas, Modoc County the date is not yet firm but will be either the week of May 9th or the week May 23rd, 2005.

The next meeting will be on March 2, 2005 at the Hilton in Sacramento in conjunction with the EIA Board meeting on March 4, 2005. This meeting will include an assessment of our Strategic Plan to be facilitated by Gail Mancarti, she facilitated the original plan and each of the subsequent revisions/updates.

17. Adjourn. Date:11-5-04 Time: 11:00am

Submitted by _____
Approved by the Board of Directors on 3-2-2005