



Small Cities Organized Risk Effort (SCORE) Special Board of Directors Meeting Minutes August 26, 2022

Member Cities Present:

Dennis Schmidt, City of Biggs
Wes Heathcock, City of Colfax
Blake Michaelsen, City of Dunsmuir
Adam Cox, City of Etna
Charles Bergson, City of Isleton
Aaron Palmer, City of Live Oak
Roger Carroll, Town of Loomis

David Dunn, City of Montague
Todd Juhasz, City of Mt. Shasta
Kyle Knopp, City of Rio Dell
Heidi Whitlock, City of Susanville
Jenny Coelho, City of Tulelake
Tim Rundel, City of Weed
John Elsnab, City of Yreka

Member Cities Absent:

City of Loyalton
City of Portola

City of Shasta Lake

Consultants & Guests

Marcus Beverly, Alliant Insurance Services
Conor Boughy, Alliant Insurance Services
Michelle Minnick, Alliant Insurance Services
David Patzer, DKF
John Balestrini, DKF

Ariel Leonhard, Sedgwick
Jennifer Zraick, Gilbert
Scott Putnam, Apex
George Passidakis, Apex
Gina Dean, PRISM

A. CALL TO ORDER

Mr. Wes Heathcock called the meeting to order at 10:03 a.m.

B. ROLL CALL

The above mentioned members were present constituting a quorum. Cities absent from this meeting were the City of

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as presented.

MOTION: Blake Michaelsen

SECOND: Roger Carroll

**MOTION CARRIED
UNANIMOUSLY**



D. PUBLIC COMMENT

There were no public comments.

E. CONSENT CALENDAR

1. Board of Directors Teleconference Meeting *Draft* Minutes – June 24, 2022
2. US Bank Account Statements – June—July 2022
3. Local Agency Investment Fund (LAIF) Quarterly Statement of Investments – June 30, 2022
4. Treasurer’s Report as of June 30, 2022
5. Investment Statements from Chandler Asset Management – June—July 2022
6. SCORE Checking Register as of June—July 2022
7. ACI Quarterly Utilization Report – April—June 2022
8. SCORE FY 22-23 Loss Control Grant Funding Usage as of August 18, 2022
9. RMS General Liability Claims Audit Proposal

A motion was made to approve the Consent Calendar as presented.

MOTION: Todd Juhasz

SECOND: Jenny Coelho

**MOTION CARRIED
UNANIMOUSLY**

F. ADMINISTRATIVE REPORTS

F1. President’s Report

Mr. Wes Colfax was not present on the call and no issues to report for SCORE. He mentioned that the Lexipol Grant webinar was interesting and hoped that members were able to attend.

F.2. Alliant Update

Michelle Minnick provided the Board with an update regarding the LAWCX renewal and transition to the new system Origami for the Excess Workers’ Compensation Renewal. And members were additionally reminded that the annual OSIP Questionnaire that need to be completed in order to meet the deadline. Marcus Beverly thanked the members of the Executive Committee for scheduling a Special Executive Committee meeting.

- a) LAWCX Risk Console updates on Origami
- b) OSIP Questionnaire – due 9/1/22

F.3. PRISM Public Entity Engagement Meeting

Gina Dean provide the Board with a review of the PRISM services available to the SCORE membership and the programs that the SCORE JPA participates in and provided a review of the governance structure of the PRISM JPA.



F.4. Marc Coopwood – Apex Technology Management

George Passidakis and Scott Putnam provided a review of the Apex Technology and Cyber74 – which provide cyber security resources including managed protection, security risk assessment, penetration testing and incident response. Todd Juhasz provided comments regarding the Apex services and encouraged other members to reach out if they had questions. Some members expressed interest in the service and wanted to receive more information.

G. FINANCIAL

G.1. Quarterly Financials for QE June 30, 2022

Jennifer Zraick provided the Board with a review of the quarterly financial report for the QE June 30, 2022. It was noted that there has been an increase in assets of approximately \$1.7M, and about \$300k is related to a timing difference in claim payments. It was also noted that there has been a decrease in net position Operating Net Revenues over expenses. Jennifer Zraick provided an update regarding the status of the financial audit as they have been provided with all they need to get started – it is expected that the audit will be presented at the October meeting.

A motion was made to accept and file the financial report for the QE June 30, 2022.

MOTION: Todd Juhasz

SECOND: Jenny Coelho

**MOTION CARRIED
UNANIMOUSLY**

H. JPA BUSINESS

H.1. Loss Control Services and Work Plan

David Patzer and John Balestrini provided the Board with a review of the Loss Control Services and Work Plan for FY 22/23. David reminded members about the State Water Resources Control Board and noted that they will be updating Overflow and Backup Emergency Response Plans for the SCORE members as a result of the regulation changes. He additionally noted the changes to Commercial Divers License requirements. John Balestrini provided an update of the 2022 Site Visits. And lastly members of SCORE were encouraged to attend the 17th Sewer and Stormwater Summit and it was mentioned that there is no cost for SCORE members to send employees to this training opportunity.

H.2. SCORE – Conflict of Interest Code

Marcus Beverly provided a review of the SCORE Conflict of Interest Code every even year. The Board was notified that there were no changes needed at this time but it will be filed with the FPPC.

A motion was made to approve the Conflict of Interest Code as presented.

MOTION: Roger Carroll

SECOND: Blake Michaelsen

**MOTION CARRIED
UNANIMOUSLY**



H.3. October Long Range Planning & Board of Directors Meeting Topics

Marcus Beverly provided the Board with draft copies of the October meetings agendas and asked if there were any topics of interest that members would be interested in receiving at the meeting.

H.4. Lexipol Grant Finder

Marcus Beverly reviewed the recent Lexipol Grant Finder presentation and noted some of the services that are available. After a discussion the board provided direction to secure a Proposal for review at the October meeting.

H.5. SCORE Annual Service Provider Survey update

Marcus Beverly provided the Board with notice that the Annual Service Provider Survey via Survey Monkey and those will be distributed early this year as we have several contracts that will be renewing at the end of the fiscal year. It was noted that the survey results will be presented to the Board at the October Long Range Planning meeting in order to get feedback on vendors, and consider options moving forward.

H.6. SCORE Contract Expirations

Marcus Beverly provided a review of the contracts that are up for renewal and noted that the members' responses to the surveys will be helpful to gain feedback about action moving forward.

I. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.95

****REQUESTING AUTHORITY**

1. Workers Compensation

- a. 4A210886F47-0001 v. City of Mt. Shasta*

J. REPORT FROM CLOSED SESSION

The Board returned from closed session at 12:17 P.M. Mr. Beverly reported that the above closed session items were discussed and appropriate direction was given to Staff and the Claims Administrator.

K. General Risk Management Issues

L. INFORMATION ITEMS

L.1. FY 22/23 Resource Contact Guide

This was provided as an information item only.



L.2. Glossary of Terms

This was provided as an information item only.

L.3. ERMA Training Reminder

This was provided as an information item only.

M. CLOSING COMMENTS

N. AJOURNMENT

The meeting was adjourned at 12:30 pm

NEXT MEETING DATE: October 27, 2022 Gaia Hotel, Anderson CA

Respectfully Submitted,



Muriel Terrell, Secretary

10/29/22
Date