



MINUTES

SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION BOARD OF DIRECTORS MEETING

Antelope Valley Union High School District

May 27, 2025

1. Call to Order

The meeting was called to order by President Schmucker at 8:32am.

2. Roll Call

Acton Agua Dulce Union School District	Absent
Antelope Valley Union High School District	Trixie Flores, Vanessa Martinez-Carcamo
Gorman School District	Absent
Keppel Union School District	Lisa Shaaban
Palmdale School District	Dawn Schmucker
Westside Union School District	Anthony Breschi
William S. Hart Union High School District	Sonia Pishehvar

The manager announced a quorum was present. Vanessa Martinez-Carcamo was voting member for Antelope Valley UHSD.

3. Approval of Agenda

The manager requested a change to the title of Item 7.B. correcting the title of the item to read "Claims Administration and Accounting Contracts."

A motion was made by Sonia Pishehvar to accept the Agenda as presented with the requested change to the title of Item 7.B. A second was received from Lisa Shaaban. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

4. Public Comments

No public comments were received in advance of the meeting or at the meeting.

5. Correspondence

The manager reviewed the correspondence contained in the agenda package.

6. Closed Session

A. Claims Settlements and Ratifications

A motion was made by Lisa Shaaban to move into closed session. A second was received from Sonia Pishehvar. A roll call vote was taken. The motion passed. Non- members were excused to step outside or be placed in the virtual waiting room. The meeting went into closed session at 8:38am.

Stephanie Millhollon of Sedgwick Claims presented the claims for Board consideration.

Anthony Breschi made a motion to move back into open session. A second was received from Vanessa Martinez-Carcamo. A roll call vote was taken. The motion passed. Non-members were returned to the meeting at 8:47am.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

President Schmucker announced that the Board took action on the claims as presented.

7. JPA Administration

A. PRISM Bi-Annual Claims Audit Review

Jen Hamelin, Chief Claims Officer, Workers' Compensation PRISM Risk reviewed the audit results for both TPA's and discussed next steps that will take place with Adminsure. Sedgwick scored 88% which was a "meets expectations" which was lower than their prior score of 94%. Adminsure's score was 75% which was "below expectations" which was lower than their prior score of 80%. This was information only.

A brief discussion was held on the topic of PRISM JPA TPA (which is a first party administrator) that is being planned. The manager announced that more information will follow as the items will be a topic at the November 18, 2025 Annual In-Service Training.

B. Claims Administration and Accounting Contracts.

1. The manager recommended renewing the 7/1/25 to 7/1/26 contract fee presented by Sedgwick Claims. Discussion/direction from the Board to secure a multi-year contract, the Board would vote on the multi-year agreement and ratify the fees at the September meeting.

Additionally, the manager just concluded a review of the run-off claims with Sedgwick. Five (5) future medical claims remain open. Two (2) are into the excess layer, one (1) is a life pension recipient and the others are either actively treating or on diary to close after two (2) years of no benefits being delivered. The outstanding reserves are \$175,000. Settlements have been pursued and rejected either by the injured workers or by staff as the settlement demands far exceeded the value of the claim.

A motion was made by Sonia Pishehvar to accept the renewal and extend the agreement to a three (3) year term, ratifying the service fees for year two (2) and three (3) at the September meeting. A second was received from Lisa Shaaban. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

2. Review James Marta & Associates contract for 7/1/25 to 6.30.28.

The Board was provided a copy of the three (3) year extension of the James Marta and Company agreement in the agenda package. Ritesh joined the meeting virtually to respond to any inquiries. The manager shared that Ritesh does a fantastic job for the JPA, is responsive and knowledgeable. Board members concurred. The manager mentioned the increase in annual fees was a 5% increase and that the Budget would reflect the increase and, also a \$6,000 addition for in-person meetings for the year.

A motion was made by Sonia Pishehvar to renew the James Marta and Company agreement for three years at the specified increase. A second was received from Lisa Shaaban. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

C. Election of Officers

Nominations and a motion was made by Sonia Pishehvar to continue the current slate for President Dawn Schmucker and Secretary/Treasurer Lisa Shaaban. A second was received From Vanessa Martinez-Carcamo. A roll call vote was taken. The motion passed.

President Dawn Schmucker, Palmdale School District, 7/1/23 to 7/1/25 voted to remain President for an additional two (2) years, per JPA Bylaws, from 7/1/25 to 7/1/27.

Secretary/Treasurer Lisa Shaaban, Keppel Unified School District, 7/1/23 to 7/1/25 voted to remain Secretary/Treasurer for an additional two (2) years, per JPA Bylaws, from 7/1/25 to 7/1/27.

No change to the Vice-President position, which is held by Anthony Breschi, Westside Unified School District, from 7/1/24 to 7/1/26.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

D. Designation of Official JPA Address

A motion was made by Lisa Shaaban to continue the official address as noted. A second was received from Vanessa Martinez-Carcamo. A roll call vote was taken. The motion passed.

Alliant Insurance Services
18100 Von Karman Avenue, 10th Floor
Irvine, CA 92612

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

E. JPA Membership

The JPA's broker, John Massari of Alliant Insurance Services, shared continued active pursuit of additional members for the JPA.

F. Conference Attendance

1. CAJPA Conference 2025
Monterey Conference Center, Monterey, CA
September 16-19, 2025

President Dawn Schmucker is registered to attend. No additional requests were made to attend. Members are encouraged to reach out to the JPA manager if they wish to attend. No action taken.

2. Discuss joining Risk & Insurance Management Society (RIMS).

Additional information about local RIMS was presented to the Board. A discussion was held and direction was given to the manager to table the item. Members may wish to attend local meetings at their pleasure.

The manager was directed to obtain information about the DWC Conference and any membership requirements.

G. November In-Service Meeting

The manager provided the draft agenda for the topics/training for November 18, 2025 and requested member feedback about additional topics/presenters.

A placeholder was on the agenda for a presentation by AlbertRisk should the Board vote to engage their services as noted in Item H. below.

The In-Service meeting will take place at Antelope Valley UHSD in Lancaster.

The manager announced we may need to have the Financial Auditor present at the JPA meeting on that date if the draft audit is available.

POMS was asked about trainings they would offer that the Board would find valuable. Maria Brunel of POMS indicated they could present their "Prevention, De-Escalation and Resiliency" presentation. And, they could also present a root cause analysis or accident investigation training.

This discussion was information only.

The final Agenda will be prepared and shared with the Board during the summer and at the September 23, 2025 meeting.

H. Substantive Intervening Review

The manager was directed at the March meeting to secure a Proposal from AlbertRisk. The Proposal and Scope of Work were contained in the Agenda package. The Proposal contained a one (1) year term or to a multi-year term which was discussed by the Board.

A motion was made by Sonia Pishehvar to agree to the one (1) year term at this time. A second was received from Lisa Shaaban. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

8. Financials

A. Budget (Preliminary/Final) for 25/26

A preliminary budget was presented by Ritesh Sharma. At this time the broker has not received the final insurance premium for workers' compensation and an estimated amount was used.

A motion was made by Lisa Shaaban to accept the budget as presented but allow for ratification at the September 23, 2025 meeting should the workers' compensation premium estimate be different. A second was received from Vanessa Martinez-Carcamo. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

B. Premium Contribution Spreadsheet 25/26

John Massari presented the Premium Contribution Spreadsheet for 25/26 as a handout. Noting the premium amount was an estimate and that he expected the final premium following the PRISM Board Meeting (June 4-6) to be received June 9, 2025.

John noted payroll had increased 14% and the rate increased 1%.

A motion was made by Lisa Shaaban to accept the Premium Contribution Spreadsheet as presented but allow for ratification at the September 23, 2025 meeting should the workers' compensation premium estimate be different. A second was received from Vanessa Martinez-Carcamo. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

9. Loss Control

A. Loss Control Update

Maria Brunel from POMS presented tasks completed since the last JPA meeting. The TPA's have provided Maria loss data from which Maria has created loss analyses for each district. Maria discussed having individual meetings with members to review the information and discuss training topics to address and mitigate losses. Maria will reach out to each member to schedule time.

Maria announced Linda Small is a new consultant with POMS and formerly worked for a school district.

New legislation goes into effect 7/1/25 for transportation training (SB 88) and AB 1913 mandated training. Members should check with their general liability providers for additional information and training. The manager will check with PRISM (Scarlett Sadler) to determine if Vector Solutions has training updates.

10. Consent Items

- A.** Approval of Minutes from March 25, 2025
- B.** Treasurer's Quarterly Report as of March 31, 2025
- C.** Quarterly Financials as of March 31, 2025

A motion was made by Vanessa Martinez-Carcamo to accept the consent items as presented. A second was received from Anthony Breschi. A roll call vote was taken. The motion passed.

AYES

Vanessa Martinez-Carcamo
Lisa Shaaban
Dawn Schmucker
Anthony Breschi
Sonia Pishehvar

NOES

ABSTAIN

11. Information

Board Comments

Sonia said thank you to everyone. Dawn Schmucker thanked the Board for nominating her as President again.

Manager Comments

The manager thanked Antelope Valley UHSD Board and food services for hosting the meeting and providing breakfast. Angela will be on vacation June 5-10 but will be available by phone, text and will check emails. The manager will begin collecting payrolls, sending out OSIP surveys to members that will be requesting information for the run-off claims Annual Report and for PRISM's Annual Report.

Claims Administrators' Comments

Misael Peraza thanked the Board for continuing the run-off claims agreement. He also said that Scorecards for 24/25 will be provided to members after the fiscal year end.

Agenda items for the next meeting September 23, 2025 at William S. Hart UHSD:

- Update/distribute Administration Guide 25/26
- Contract(s) Review
- Collect Final Payrolls (starts in mid-July)
- Conferences (PARMA, CASBO)
- Annual November In-Service discussion
- APPL D&O E&O final premium/policy
- Prepare for 10/1/25 OSIP Annual Report
- PRISM renewal info due via portal (manager) first week October

12. Adjournment

The meeting adjourned at 10:36am.