



MINUTES

SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION BOARD OF DIRECTORS MEETING September 14, 2021 8:30a.m.

The meeting was called to order at 8:36am by President Sonia Pishehvar. The meeting was conducted via virtual access and a quorum was present.

1. Roll Call

Acton Agua Dulce Union School District,
Antelope Valley Union High School District,
Gorman School District,
Keppel Union School District,
Palmdale School District,
Westside Union School District,
William S. Hart Union High School District,

Agha Mirza
Absent
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

2. Approval of Agenda

Items to be deleted or added according to G.C. §54954.2. These items are approved with a single roll call vote unless a Board member wishes to discuss or to remove an item. Action item.

Note: Scarlett Sadler from PRISM has a hard stop and has a brief review of the WeTip Catapult information. The Manager recommended moving Item 6E to just prior to Closed Session to allow Scarlett to exit the meeting after her discussion.

A motion was made by Dawn Schmucker and seconded by Agha Mirza to approve the agenda with the changes as recommended to accommodate Scarlett Sadler. The motion passed

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

3. Correspondence

The manager reported information requested by PRISM Risk for preparation of the Office of Self-Insurance Plans' Annual Report has been provided with the exception of three districts who need to send their information before the filing deadline. The announcement was made about Afi Alameddine's retirement from Alliant and Richard "Rick" Lewis was introduced as her replacement.

4. Articles of Interest

None

5. Closed Session

Sonia Pishehvar called for a motion to move to closed session at 8:58 am. A motion was made by Rhonda Hanson to move into closed session which was seconded by Dawn Schmucker. The motion passed. Angela Hatley removed non-Board participants into the Zoom waiting room.

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

Kristen Vanscourt presented claims for AdminSure.
Shaun Perryman of Sedgwick presented claims for settlement.

Sonia Pishehvar called for a motion to return to open session. A motion was made by Rhonda Hanson to return to open session. The second was made by Dawn Schmucker. The motion carried and the Board returned to open session at 9:10 a.m. The motion passed. President Sonia Pishehvar announced in open meeting that the Board took action on the claims as presented. None members were allowed back in the meeting.

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

6. JPA Administration

A. Board of Director Appointments

Receive appointment of Gorman SD and Keppel USD JPA board member. Action.

Sonia Pishehvar called for a motion to introduce Dr. Dena Kiouses from Gorman SD and Lisa Shabaan from Keppel USD. A motion was made by Rhonda Hanson. A second was made by Dawn Schmucker. The motion passed.

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

B. Elect Treasurer for 21/22 fiscal year

Nominate and elect replacement Treasurer. Action.

Sonia Pishehvar called for a motion to nominate Rhonda Hanson as the elected Treasurer for the remainder of the 21/22 fiscal year. A motion was made by Dawn Schmucker. A second was made by Agha Mirza. The motion passed.

AYES
Agha Mirza
Denise Saenz
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
Lisa Shabaan (stepped away)

C. Ratify Agreement of Douglas Alliston, Esq.

Agreement to conduct legal review of JPA Bylaws. Action/information

Sonia Pishehvar called for a motion to ratify the agreement of Douglas Alliston, Esq. to conduct legal review of JPA Bylaws. A motion was made by Dawn Schmucker. A second was made by Rhonda Hanson. The motion passed.

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

D. Review SIRMA I JPA Bylaws

First reading. Action/information.

Recommended for the board to review the Bylaws. Any additional amendments/changes may be submitted when we reconvene in November and submitted to Doug.

The Board reviewed the Bylaws and recommended changes provided by counsel as well as a summary of the legal recommendations prepared in a memo by the Manager. If appropriate, the Board would like to include language in the Bylaws about reviewing them biennially. No other edits presented.

There was no action taken.

E. We Tip 2-Year Contract Renewal

Review 2-year renewal terms. Action/information. (Item moved to just before Closed Session)

Scarlett Sadler from PRISM presented a high-level review of the program and rates. Board requested Catapult sales team to present at the November meeting before deciding on the 2-year contract renewal of We Tip.

F. JPA Administration Guide

Updated 21/22 version. Information only.

G. JPA co-sponsorship Title IX training

Ratify agreement to co-sponsor training.

Sonia Pishehvar called for a motion to ratify the agreement to co-sponsor Title IX training. A motion was made by Rhonda Hanson. A second was made by Dawn Schmucker. The motion passed.

AYES
Agha Mirza
Denise Saenz
Lisa Shabaan
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

H. Conference Attendance

Provide information about upcoming industry conferences. Action/information.

Angela Hatley provided information regarding the cancellation and refunds for the CAJPA Conference. Angela provided information regarding PARMA 2022. If a Board member/alternate is going to attend PARMA 2022 there needs to be a majority vote. The JPA pays for the registration for either the Board member or the Alternate. Other Board members or Alternates are welcome to attend and may use Loss Prevention Funds or their Safety Credits.

Sonia Pishehvar called for a motion to have a board member or alternate attend PARMA 2022. A motion was made by Dawn Schmucker. A second was made by Lisa Shaaban. The motion passed.

AYES
Agha Mirza
Denise Saenz
Lisa Shaaban
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES
None

ABSTAIN
None

7. Financials

None

8. Loss Control

A. Loss Control Update

A representative from POMS & Associates will provide an update on the recent loss control services. Information/Action.

Maria Brunell from POMS & Associates highlighted some training opportunities for OSHA Changes. Lisa Shaaban and Rhonda Hanson mentioned they were interested in trainings.

9. **Consent Items**

- A. Approval of Minutes from 5.18. 21
- B. Check Register 5.1.21 to 8.31.21
- C. Payment CAJPA Annual Dues
- D. Receive Directors' & Officers' Errors and Omissions policy/invoice 21.22

Sonia Pishehvar called for a motion to approve consent items A-D. A motion was made by Dawn Schmucker. A second was made by Lisa Shaaban. The motion passed.

AYES

Agha Mirza
Denise Saenz
Lisa Shaaban
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NOES

None

ABSTAIN

None

10. **Information**

Visitor Comments

There were no visitors or comments.

Board Comments

Dawn Schmucker wanted to make board aware of a recent hit on their busses. They recently had catalytic converters stolen from a number of their busses in the yard. Sonia Pishehvar said they also had a similar act happen withing their district as well as copper pipe being stolen.

Manager Comments

Angela Hatley informed the Board members that a law firm was going to be presenting a webinar on the topic of Conducting in Person Board Meetings. Reminded that the State Order allowing complete virtual meetings was set to expire September 30. Angela informed the board she would be attending the webinar and report back to the JPA.

Angela Hatley informed the Board she has asked Sage Intacct to provide a new proposal for accounting software in advance of the January meeting – expires in early February.

Angela Hatley informed the board that Sonia completed the SIRMA I JPA Run off/revoked certificate claims data/forms to Office of Self Insurance Plans—due by 10/1 the information was submitted last week.

Claims Administrators' Comments

Admisure – There is a new adjuster for Antelope Valley UHSD, Kim Ambroise.

Sedgwick – Asked for districts to still report COVID cases to help monitor outbreaks.

11. Adjournment

A motion was made by Dawn Schmucker to adjourn the meeting at 9:49 am. The second was made by Rhonda Hanson. The motion carried and the meeting adjourned.

AYES

Agha Mirza

Denise Saenz

Lisa Shaaban

Dawn Schmucker

Rhonda Hanson

Sonia Pishehvar

NOES

None

ABSTAIN

None