



Draft MINUTES

SIRMA I JOINT POWERS AUTHORITY WORKERS' COMPENSATION
BOARD OF DIRECTORS MEETING
March 26, 2024
8:30 a.m.

Antelopes Conference Room
Antelope Valley Unified High School District
176 Holston Drive
Lancaster, CA 93535

1. The meeting was called to order at 8:44am by President Schmucker.
2. Roll call was taken and it was announced there was a quorum.

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

Kevin Vensko
Trixie Flores
Dawn Schmucker
Rhonda Hanson arrived at 8:56am
Sonia Pishehvar

3. Approval of Agenda

A motion was made by Sonia Pishehvar to approve the Agenda as presented. A second was made by Kevin Vensko. A roll call vote was taken. The motion passed.

AYES

Kevin Vensko
Trixie Flores
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

4. Public Comments

There were no public comments.

5. Correspondence

The Manager presented items for information only.

6. Closed Session

A motion was made by Sonia Pishehvar to move into closed session. A second was made by Kevin Vensko. Non-interested parties exited the conference room. The meeting moved into closed session at 8:49pm.

Jaymin Allen from Adminsure presented claims for settlement consideration. Stephanie Millhollon from Sedgwick presented claims for settlement consideration.

A roll call vote was held.

A motion was made by Kevin Vensko to return to open session. A second was made by Trixie Flores. A roll call vote was taken.

AYES

Kevin Vensko
Trixie Flores
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

The meeting moved back into open session at 8:55am and the non-interested parties returned to the conference room.

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

Rhonda Hanson arrived at 8:56am.

7. JPA Administration

A. Form 700 Annual Filing

The JPA Manager reviewed the Conflict of Interest information and provided the information about Annual Filings, Assuming Office and Leaving Office filing requirements. The Annual Filing is due no later than April 2, 2024 in the portal and nearly all Board members had completed their filings.

B. Conference Attendance

Information about the 2024 CAJPA Conference was provided. Members were advised to contact the Manager to be registered under the JPA's membership.

C. Draft JPA Meeting Schedule 24/25

The Draft Meeting Schedule for 24/25 was presented. A change to the November 2024 meeting date was made. A revised Meeting Schedule will be distributed.

D. Intacct Accounting Software

The Manager presented the information recommending accounting software services be secured through James Marta and Associates from Intacct at a reduced rate for \$1,200 per month. The information was to be considered for ratification as the JPA's contract with Intacct was cancelled February 11, 2024.

Future discussion will be held to research alternate software services or to issue an RFQ or RFP for Fiscal Year 25/26.

A motion was made by Kevin Vensko to ratify the decision to secure accounting software services through James Marta and Associates/Intacct for \$1,200 per month. A second was made by Trixie Flores. A roll call vote was taken. The motion passed.

AYES

Kevin Vensko
Trixie Flores
Rhonda Hanson
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

E. Directors' and Officers' Errors and Omission Coverage

A motion was made by Sonia Pishehvar to submit the application for renewal, accept coverage and ratify at the September meeting. A second was made by Trixie Flores. A roll call vote was taken. The motion passed.

AYES

Kevin Vensko
Trixie Flores
Rhonda Hanson
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

8. Financials

A. Draft Actuarial Report for 24/25

Daniel Shaw from Bickmore Actuarial presented information from the draft Actuarial Report. A motion was made by Kevin Vensko to accept the draft Actuarial Report as final. A second was made by Trixie Flores. A roll call vote was taken. The motion passed.

AYES

Kevin Vensko
Trixie Flores
Rhonda Hanson
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

B. Draft Budget for 24/25

This item was deferred to the May meeting. There was no handout at this meeting.

C. Draft PRISM Primary & Excess Workers' Compensation Premium Indication 24/25

This item was deferred to the May meeting. There was no handout at this meeting.

9. Loss Control

A. Loss Control Update

Maria Brunel from POMS & Associates reviewed the member training stats including ergo evaluations,, M&O training, forklift and scissor lift training, updating safety programs as well as site assessments. She also presented a Powerpoint presentation on the updated information from CalOSHA's model plan related to SB 553. PRISM also has resources on their website. This items was information only.

10. Consent Items

Consent items were presented. A motion was made by Kevin Vensko to accept the consent items as presented. A second was made by Trixie Flores. Ms. Flores also requested additional details to be included in the agenda package. A roll call vote was taken. The motion passed.

AYES

Kevin Vensko
Trixie Flores
Rhonda Hanson
Dawn Schmucker
Sonia Pishehvar

NOES

ABSTAIN

11. Information

Board Comments

It was announced that Rhonda Hanson, Westside USD will be retiring June 30, 2024 and will be sorely missed.

Broker Comments

John Massari shared that the workers' compensation rates increased and that he would be reaching out to members as more information is received regarding the budget estimates.

Manager Comments

Alliant held recent trainings on the topics of Insurance Requirements In Insurance (IRIC), Subrogation related to workers' compensation claims. Upcoming trainings via Zoom will be Education Code salary continuation coordination with workers' compensation benefits and a training about workers' compensation coverage for ROP, allied health student workers.

Claims Administrators' Comments

SIRMA I JPA

Misael Peraza from Sedgwick noted they have a webinar pending on industry trends. Also the PRISM PWC claims audit will be commencing. Stephanie Millhollon was promoted to Claims Director at Sedgwick's Rancho Cucamonga office. Stephanie is working with her replacement Dyani Smith.

Jaymin Allen from Adminsure noted they are continuing to work the Kaiser On-The-Job. Also the continue to seek C&R's on appropriate claims.

Agenda items for the next meeting on May 28, 2024 location TBD/virtual.

- Final Budget
- Final Meeting Schedule
- SIRMA I run off claims contract with Sedgwick
- Final Premium Contribution for 24/25
- Election of officers
- Board of Directors' Errors and Omissions Policy quote
- Premium invoice schedule for 24/25
- January off-site strategic planning meeting

12. **Adjournment**

The meeting adjourned at 10:11am.