

DRAFT MINUTES

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

May 19, 2020
8:30a.m.

VIRTUAL MEETING

1. Call to Order

President Sonia Pishehvar called the meeting to order at 8:33am. The meeting was conducted via Zoom. Heather Massari monitored the "waiting room" throughout the meeting for any members of the public who joined the meeting. Roll call votes were taken throughout the meeting.

2. Roll Call

Acton Agua Dulce Union School District, unable to attend
Antelope Valley Union High School District, Daniel Ramos
Antelope Valley Union High School District, Ryan Beardsley joined for a short period of time
Gorman School District, Joe Andrews
Keppel Union School District, Ward Lunneborg
Keppel Union School District, Lisa Shaaban
Palmdale School District, Dawn Schmucker
Westside Union School District, Rhonda Hanson
William S. Hart Union High School District, Sonia Pishehvar

President Sonia Pishehvar announced that there was a quorum present.

3. Approval of Agenda

The Agenda was presented and a motion was made by Ward Lunneborg to accept the Agenda as presented and the second was by Joe Andrews. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

4. Correspondence

The Manager reviewed the correspondence contained in the Agenda package. Information only.

5. Articles of Interest

The Manager reviewed the articles of interest contained in the Agenda package. Much of the material pertained to COVID-19. The Manager reviewed the Governor’s Executive Order concerning COVID-19 workers’ compensation claims presumption and three bills currently circulating in within the legislative process. Information only.

6. Closed Session

A. Claims Settlements and Ratifications

President Sonia Pishehvar called for a motion to go into closed session. The motion was made by Daniel Ramos and seconded by Ward Lunneborg. Closed session began at 8:56am. Heather Massari moved parties into the Zoom waiting room on mute during closed session.

Shaun Perryman from Sedgwick Claims reviewed claims presented in the confidential materials.

Sherry Lancaster of Adminsure reviewed claims presented in the confidential materials.

Employee	Claim Number	District
Jack Bull	20172000782	William S Hart
Maria Zaragoza	20192000014	William S Hart
Norma Castro De Hernandez	20152001959	William S Hart
Laila Ayoub	20192000268	William S Hart
Carolina Renteria Chavez	20182000793	William S Hart
Marcia Wood	SRMA-006355	Keppel USD
Anna Johnson	1331-WC-18-0500416	Palmdale SD

At 9:01am President Pishehvar announced that the claims were approved as presented and returned to open session.

7. JPA Administration

A. Contract Review

The Sedgwick Agreement to administer the JPA’s run-off claims for \$10,000.00 for June 30, 2020 to June 30, 2021 was received. A motion was made by Dawn Schumaker and seconded by Ward Lunneborg to accept the Agreement as presented. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

B. Biennial Review Conflict of Interest Policy

The JPA Manager reviewed the JPA's Conflict of Interest Policy comparing it to a checklist recommended by the County of Los Angeles and found the Policy in compliance recommending the Board continue with the Policy as written. A motion was made by Daniel Ramos to accept the recommendation and continue with the Policy. Rhonda Hanson seconded the motion. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

C. Pool Trustees' E&O/D&O Policy

Proposal for policy renewal 20/21 was presented for the Board to ratify the acceptance of the quote, and renew the policy. A motion was made by Rhonda Hanson to ratify the approval of the quote and renew the policy. The motion was seconded by Dawn Schmucker. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

D. Establish Meeting Schedule for fiscal year 2020-2021

The meeting schedule was presented for review. No changes were made to the draft. A motion was made by Dan Ramos to accept the meeting schedule. Rhonda Hanson seconded the motion. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

E. Strategic Planning Meeting Off-Site

Due to uncertainty of the pandemic, the Board directed the Manager to bring this item back in September.

F. Conference Attendance

Information was provided about the CAJPA Conference.

8. Financials

A. Premium Contribution Spreadsheet 20/21

The Premium Contribution Spreadsheet was presented for final approval. Daniel Ramos made a motion to accept the spreadsheet and Joe Andrews made the second. The motion passed.

AYES:

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:

None

ABSTAINED:

None

B. Budget (Preliminary/Final) for 20/21

The final Budget was presented by Ritesh Sharma. A motion was made by Daniel Ramos to approve the Budget as presented as final. A second was made by Joe Andrews. The motion passed.

AYES:

SIRMA I JPA

Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:
None

ABSTAINED:
None

C. Premium Invoices for 20/21

Premium contribution due dates was presented. This was information only.

9. Loss Control

A. Loss Control Update

Maria Brunel introduced Paul Penne with POMS. Maria shared that virtual training can be conducted including ergo evaluations done by Amy Dolson for no charge. This was information only.

10. Consent Items

- A.** Approval of Minutes from March 24, 2020
- B.** Treasurer’s Quarterly Report as of March 31, 2020
- C.** Check Register as of 3.31.20
- D.** Financial Report as of 3.31.20

The Consent Items were presented. A motion was made by Joe Andrews to accept the Consent Items. A second to the motion was made by Rhonda Hanson. The motion passed.

AYES:
Daniel Ramos
Joe Andrews
Ward Lunneborg
Dawn Schmucker
Rhonda Hanson
Sonia Pishehvar

NAYES:
None

ABSTAINED:
None

11. Information

Visitor Comments

No public comments.

Board Comments

No Board comments.

Manager Comments

The Manager shared that PRISM's Pattie Eyres, Esq. will be presenting on a webinar on the topic of employment practices and to please check the PRISM website to register.

Claims Administrators' Comments

Nerissa Burnside of Admisure noted that the employer should be providing a Claim Form if a COVID test is positive. Amanda Garcia of Sedgwick thanked the Board for approving the Agreement for claims administration of the run off claims.

Agenda items for the next meeting September 22, 2020 at William S. Hart UHSD and/or virtual meeting.

12. Adjournment

A motion was made by Daniel Ramos to adjourn the meeting. A second was made by Joe Andrews. The virtual meeting adjourned at 9:43am.