

MERMA

Monterey Educational Risk Management Authority
P.O. Box 3320, Salinas, CA 93912
www.merma.org

President
Sara M. Perez
Gonzales USD

Vice President
Veronica Flournoy
Spreckels USD

EXECUTIVE COMMITTEE MEETING

Date: Thursday January 31, 2013
Time: 1:30 PM

Location: MERMA
76 Stephanie Drive
Salinas, CA 93901
(831) 783-3300

A Action
I Information

1 Attached
2 Hand Out
3 Separate Cover
4 Verbal
5 Previously Mailed

- PAGE A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA AS POSTED** A 1
- D. PUBLIC COMMENTS**
This time is reserved for members of the public to address the Executive Committee on matters of MERMA that are of interest to them.
- pg. 01 **E. CONSENT CALENDAR** A
All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or Executive Committee may request any item to be considered separately.
- pg. 02 1. Executive Committee Meeting Minutes – November 29, 2012 1
- pg. 06 2. Payment Register – November and December 2012 1
- pg. 35 3. McGilloway, Ray, Brown & Kaufman Accounting Contract for July 1, 2012-June 30, 2013 1

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F. ADMINISTRATIVE REPORTS

- pg. 41
1. **President's Report** I 4
Sara Perez will address the Executive Committee on items pertaining to MERMA - VERBAL
 2. **MERMA Administrative Update** I 1
Pool Consultant, Alliant, will update the Board on matters pertinent to MERMA
 3. **Claims Manager** I 4
Claims Manager may comment or report on various matters or concerns of the JPA. VERBAL
 4. **Loss Control Manager** I 4
Loss Control Manager may comment or report on various matters or concerns of the JPA. VERBAL
 5. **Executive Committee** I 4
The Executive Committee Members may comment or report on various matters or concerns of the JPA. VERBAL

G. FINANCIAL

- pg. 43
1. **MERMA's Year Ending June 30, 2012 Financial Audit** A 2
Ms. Jamie Matthews from Gilbert and Associates will provide a review the Financial Audit for FY ending June 30, 2012. The Executive Committee may take action to Accept and File or give direction.

H. JPA BUSINESS

- pg. 44
1. **MERMA Conflict of Interest Code – Resolution 06-01- AMENDMENT** A 1
The Conflict of Interest Code should be amended to reflect the JPA's new name.

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- pg. 48 **2. David Donn Consulting** A 1
 a. *David Donn will provide the Executive Committee with an update on his findings as respects filing a complaint with Corval to seek reimbursements from overcharging.*
- pg. 50 b. *David Donn will provide an update on the Medical Cost Containment Program.* I 1
- pg. 53 **3. Target Equity Ratios** A 2
 Pool Consultant will review and discuss with the Executive Committee, the concept of creating Target Equity Ratios for MERMA which will provide the JPA with financial information that will assist the JPA in managing its financial need.
- pg. 54 **4. MERMA Loss Control Policy** A 1
 Gary Metzler will provide the Executive Committee with an overview of the Loss Control Policy he is recommended be adopted.
- pg. 59 **5. Disaster Recovery Plan** A 4
 Pool Consultant and Gary Metzler will provide the Executive Committee a review of MERMA's current Disaster Recovery plan and lead a discussion recommending that a more thorough analysis draft Disaster Recovery plan be created and brought back to the Executive Committee for their review.
- pg. 60 **6. MERMA Agendas and Minutes** A 4
 Pool Consultant is introducing a different Agenda format and would like to have the Executive Committee review and discuss this format for future meetings as well as the distribution of agendas and minutes to JPA members.
- pg. 61 **7. 2013 MERMA Service Calendar** A 2
 The Executive Committee will be asked to review, receive and file the 2013 MERMA Service Calendar which is used by MERMA Administration.
- pg. 62 **I. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.95**

Claimant: William A. Sorrick

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pg. 63	J. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 <i>Personnel issues.</i>	
	K. REPORT FROM CLOSED SESSION	I 4
	L. RESOURCES 1. Resource Contact Guide	I 2
	M. INFORMATION ITEMS	I
pg. 64	1. Public Agency Risk Management Association Conference, February 3-6, 2013 in Rancho Mirage, CA	1
	N. CLOSING COMMENTS	

ADJOURNMENT

UPCOMING MEETING

Executive Committee Meeting – February 28, 2013 – MERMA Office, Salinas, CA

IMPORTANT NOTICES AND DISCLAIMERS:

Per Government Code 54954.2, persons requesting disability related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Connie Martin at Monterey Educational Risk Management Authority (MERMA) at (831) 783-3300.

The Agenda packet will be posted on the MERMA website at www.merma.org. Documents and material relating to an open session agenda item that are provided to the MERMA Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 76 Stephanie Drive, Salinas, CA 93901.

Access to some buildings and offices may require routine provisions of identification to building security. However, MERMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3

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