



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

President
Sara M. Perez
Gonzales USD

Vice President
Gerald Stratton
Salinas ESD

EXECUTIVE COMMITTEE MEETING

Date: November 12, 2014
Time: 1:30 p.m.

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

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.

Page **E. CONSENT CALENDAR**

A 1

4 *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.*

- 5 1. Executive Committee Minutes – September 10, 2014
13 2. Payment Registers and Board Reports – August & September 2014
40 3. Engagement Letter – Financial Services FYE June 30, 2015

F. ADMINISTRATIVE REPORTS

I 4

44 **1. President’s Report**

Sara Perez will address the Executive Committee on items pertaining to MERMA

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and financial assets of our member districts in order to support
the future of public education.*



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2. Administrative Report

Pool Administrator, Alliant, will update the Executive Committee on matters pertinent to MERMA

3. Claims Administrator’s Report

Intercare Staff will update the Executive Committee on claims administration activities.

4. Executive Committee

The Executive Committee may comment or report on various matters or concerns of the JPA.

Page **G. FINANCIAL REPORTS**

45 **1. Financial Statements with Accountant’s Compilation Report – FYE 2014 and 2013** A 1

Patricia Kaufman of McGilloway, Ray, Brown & Kaufman will present the Financial Statements and Compilation Report for the years ended 2014 and 2013.

86 **2. Financial Reports for Period Ending September 30, 2014** A 1

Patricia Kaufman of McGilloway, Ray, Brown & Kaufman will present the Quarterly Financial Report for Period Ending September 30, 2014.

91 **3. Operating Expense Analysis & Reserve Recommendation** A 2

MERMA’s Accountant and Program Administrator will present an analysis of MERMA’s cash flow and operating expenses and make a recommendation for establishing an operating expense reserve fund benchmark. The Committee is asked to approve the benchmark for the operating expense reserve.

H. JPA BUSINESS

92 **1. Claims Audit Results and Response** A 1

Karen Callahan & Dave Swiatlo of Intercare Holdings will present the results of the recent CSAC-EIA claims audit and Intercare’s response.

110 **2. Executive Committee Meeting Schedule** A 4

The Committee is asked to reschedule the January and February meetings due to conflict with the PARMA conference.

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Page 111	3. Planning Meeting Follow Up <i>The Program Administrator will provide a summary of the feedback from the Board’s October planning meeting and resulting action items.</i>	I 1
115	4. CSAC-EIA Update <i>Matt Gowan of Alliant Insurance Services will present an update on the services and excess coverage options provided by CSAC-EIA.</i>	I 4
116	5. Loss Control Services Quarterly Report <i>Gary Metzler, MERMA Loss Control Manager, will provide a summary of activities for the first quarter of 2014/15.</i>	I 1

- I. CLOSING COMMENTS**
- J. UPCOMING MEETING**
- K. ADJOURNMENT**

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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