



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 AGENDA

Date: September 10, 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 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.

1 E. CONSENT CALENDAR

A 1

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.

- 1. Executive Committee Minutes – May 1, 2014 & May 22, 2014
- 2. Payment Registers and Board Reports – April, May, June, & July 2014

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The future of public education.*



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PAGE

14 **F. ADMINISTRATIVE REPORTS** I 4

- 1. **President’s Report**
Sara Perez will address the Executive Committee on items pertaining to MERMA –VERBAL
- 2. **MERMA Administrative Update**
Pool Consultant, Alliant, will update the Executive Committee on matters pertinent to MERMA.—VERBAL
- 3. **Intercare Update**
Staff from Intercare will give the Committee an update on their claims administration activities. - VERBAL
- 4. **Executive Committee**
The Executive Committee Members may comment or report on various matters or concerns of the JPA.-VERBAL

G. JPA BUSINESS

- 15 **1. Intercare Claims Management Update** I 2
Staff from Intercare will provide an update on their activities and claim management metrics since becoming MERMA’s claims administrator.

- 16 **2. Financial Report as of June 30, 2014** I 1
Helen Rodriguez of McGilloway, Ray, Brown & Kaufman will present the latest draft financial reports, including MERMA’s actual to budgeted expenses as of June 30, 2014.

- 20 **3. Matching Safety Grant & Risk Control Update** I 1
MERMA’s Loss Control Manager will provide an update on the results of the Matching Safety Grant Program for 13/14 and recent activities.

- 22 **4. CAJPA Accreditation Gap Analysis** A 1
The Program Administrator will provide a summary of the results of conducting an in-house audit of MERMA’s current ability to be CAJPA

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accredited and make recommendations for meeting the applicable benchmarks. The Committee is asked to provide direction regarding the recommendations.

Page
25

5. Service Calendar 2014/15

I 1

The Program Administrator will present a Service Calendar for activities planned for 2014/15 for Committee review and recommendations.

31

6. Conflict of Interest Code

A 2

The Committee is asked to re-affirm MERMA's Conflict of Interest Code, as required every two years.

32

7. Financial Audit Engagement Letter

A 1

The Committee is asked to approve the terms of the Engagement Letter of August 20, 2014, from Gilbert Associates, Inc., for the FYE 2014 financial audit.

40

8. Planning Meeting Topics

A 1

The Committee is asked to review, revise and recommend topics for the Board planning meeting on October

J. CLOSING COMMENTS

K. UPCOMING MEETING

Board Planning Meeting, October 8, 2014, Monterey, CA

L. ADJOURNMENT

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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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