



P.O. Box 3320, Salinas, CA 93912

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**EXECUTIVE COMMITTEE
WebEx/TELECONFERENCE
MEETING MINUTES
July 15, 2020**

The Executive Committee of the Monterey Educational Risk Management Authority held a WebEx/teleconference meeting on July 15, 2020 at 1:30 p.m.

Executive Committee Members Present via WebEx/Teleconference

Rory Livingston, President, King City Union School District
Colleen Stanley, Vice-President, Monterey County Office of Education
Ana Aguillon, Secretary, Salinas Union High School District
Veronica Flournoy, Spreckels Union School District

Executive Committee Member Resignation

Elizabeth Wilson is no longer with Soledad Unified School District and resigned from the Executive Committee as of July 10, 2020.

Guests and Staff Present via WebEx/Teleconference

Yvonne Perez, Carmel Unified School District
Marcus Beverly, Alliant
Matt Gowan, Alliant
Marlene Richardson, Intercare
Maria Hernandez Sandoval, MERMA
Hallie Pacheco, MERMA

A. CALL TO ORDER

Rory Livingston called the meeting to order at 1:35 p.m.

B. ROLL CALL

Present: Rory Livingston, Colleen Stanley, Ana Aguillon, Veronica Flournoy

C. APPROVAL OF AGENDA AS POSTED

Motion was made to approve the agenda as posted.

MOTION: Ana Aguillon	SECONDED: Veronica Flournoy	MOTION CARRIED
AYES: 4	NOES: 0	ABSTAIN: 0
ABSENT: 0		
AYES: Ana Aguillon, Veronica Flournoy, Colleen Stanley, Rory Livingston		
ABSENT: 0		

D. PUBLIC COMMENTS

None

E. CONSENT CALENDAR

The following items were presented:

1. Executive Committee Minutes – April 8, 2020
2. Payment Registers and Board Reports – April, May, and June 2020
3. Treasurer’s Report – March 2020
4. MERMA Underlying Memorandum of Coverage – Form No. WCOM-20

Motion was made to approve items 1 through 4 as presented with a single motion.

MOTION: Colleen Stanley	SECONDED: Veronica Flournoy	MOTION CARRIED
AYES: 4	NOES: 0	ABSTAIN: 0
ABSENT: 0		
AYES: Colleen Stanley, Veronica Flournoy, Ana Aguillon, Rory Livingston		
ABSENT: 0		

F. ADMINISTRATIVE REPORTS

1. President’s Report

Nothing to report.

2. Pool Administrator’s Report

Marcus Beverly stated that Elizabeth Wilson is no longer with Soledad Unified School District, so she has resigned from the Executive Committee. Yvonne Perez of Carmel Unified was shadowing the Executive Committee. Appointment to the Executive Committee will be placed on an upcoming meeting agenda.

Marcus Beverly stated the chances of us having the October Board of Directors meeting in person is dwindling as we speak. He stated he doesn’t think there is any way we could meet at the Yacht Club this year as it is too small. Rory Livingston stated that a standard meeting should be held in October and later in the year if the ability presents itself, we will schedule a larger meeting.

Matt Gowan stated that he has received word from programs that many of them have lost their infectious disease coverage for general liability.

He wanted to make the Committee aware of this especially if reopening schools. Some of the programs still have the coverage but many have lost it. This is getting pulled off the coverage on renewal on July 1st. It cannot be pulled mid-year. Matt stated the industry is concerned with schools opening and suing the schools for liability. This was not a concern until COVID hit.

3. Claims Administrator's Report

Marlene Richardson of Intercare provided the Executive Committee with the following reports:

- Annual and Monthly Claim Results – May and June 2020
- New Claim Analysis Received FYTD – as of 6/30/2020
- Frequency & Severity Reports FYTD Claims Reported - 7/1/19 – 6/30/2020
- Claim Closing Analysis FYTD – as of 6/30/2020
- Net Reserve Changes – FYTD – as of 6/30/2020
- MERMA Company Nurse Results – May and June 2020
- MERMA Bill Review Results for May and June 2020
- Claim Summary of New Claims Paid – 1/1/20 – 6/30/20
- COVID 19 Program & Industry Impact
- Payment Total of New Claims by Reserve Type – 1/1/20 – 6/30/20
- Payment Total of New Claims by Reserve Type – 1/1/19 – 6/30/19

Marlene discussed the impacts of COVID-19 on the workers' compensation system. There has been a reduction of claims by 44% this year. She stated there are delays of WCAB hearings and slower turnaround time for non-urgent medical appointments and surgeries. QME/AME's are basically non-existent as they cannot perform these evaluations via telemedicine.

Matt Gowan stated Intercare has done a great job on giving updates on SB-1159. He would like all the members to get these updates as well. Hallie Pacheco will forward the updates and invites to webinars as received from Intercare to all members.

4. Loss Control Report

Maria Hernandez Sandoval presented the Loss Control Newsletter that will be sent out to all members beginning this month. This issue's main topic is COVID-19, looking at how to protect employees from a safety and loss prevention perspective and what measures can be implemented to prevent contagions should classes be held in person. She is available to help with this and go out to the school sites to assess the risks and what measures can be taken to prevent contagions. She is also available for any specialized or customized training that the schools may need.

Maria also reported on the Injury & Illness Prevention Plan (IIPP) Mandatory COVID-19 Supplement which mandates that employers develop a supplemental COVID-19 plan as part of their existing IIPP. The new guideline outlines mandatory control measures that employers must implement and document within their written IIPP. Maria stated that Cal-OSHA requires that employers have a plan in writing. She will be sending out a sample template to members. Lengthy discussion held.

Maria stated she has been providing training via Zoom regarding IIPP, Safety Culture and Team Building and Incident Investigation. She stated all employees should be trained on the IIPP. The Safety Culture and Team Building addresses Managers and Supervisors and how their leadership can build a sound safety program. The Incident Investigation Training is for Managers, Supervisors and designated incident investigators. This training helps the attendee to identify potential hazards and how to investigate.

5. Executive Committee Report

Nothing to report.

G. JPA BUSINESS

1. Review of Reopening Plans and Needs

Marcus Beverly asked what support the members have been getting in terms of temperature checks, materials and protective equipment. He asked the Committee to think about where the gaps are and other things they might need and where the reserve funds that have already been authorized can come into play. Rory Livingston stated that until we know the methodology that each individual district is opening up, we don't know what we need.

Colleen Stanley left the meeting at 2:52 p.m.

2. Topics for the October Board Meeting

Marcus Beverly stated we have an upcoming Board Meeting to discuss the financial statements, investment updates and financial benchmarks. Matt Gowan stated that could be handled over a Zoom meeting. Marcus asked the Committee for their feedback on what topics should be discussed. Rory Livingston stated that we should just fulfill all the requirements for the meeting and handle business transactions. The presenters can be done later in the year when we can meet in person. He stated we probably would not get much of an audience on a Zoom meeting.

Ana Aguillon asked if time allows on the agenda if we could add the Cal-OSHA requirements and touch quickly on the IIPP so the districts that join the meeting are aware of the requirement. She stated there is just so much information to read that it is so hard to stay on top of everything.

Rory stated it might be appropriate to have a presentation on what is recommended from Cal-OSHA on personal protection for classroom teachers and employees. From a Workers' Comp perspective MERMA could take the leadership and say what the requirement of personal protection equipment needs to be for the employees and where to get it.

H. Closing Comments

None

I. Upcoming Meetings

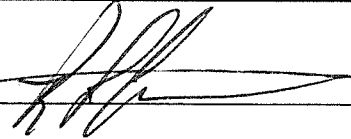
Executive Committee Meeting – August 12, 2020
Board of Directors Meeting – October 14, 2020

J. ADJOURNMENT

Motion was made to adjourn the meeting at 3:06 p.m.

MOTION: Veronica Flournoy	SECONDED: Ana Aguillon	MOTION CARRIED
AYES: 3	NOES: 0	ABSENT: 1
ABSTAIN: 0		
AYES: Veronica Flournoy, Ana Aguillon, Rory Livingston		
ABSENT: Colleen Stanley		

Rory Livingston, President: _____



Marcus Beverly, Executive Director: _____



Date: 8/24/20