



Monterey Educational Risk Management Authority

P.O. Box 3320, Salinas, CA 93912

www.merma.org

**BOARD OF DIRECTORS
ZOOM/TELECONFERENCE
MEETING MINUTES
May 12, 2021**

The Board of Directors of the Monterey Educational Risk Management Authority held a Zoom/teleconference meeting on May 12, 2021, at 1:30 p.m.

Board of Directors Present via Zoom/Teleconference

Rory Livingston, President, King City USD
Colleen Stanley, Vice-President, MCOE
Veronica Flournoy, Spreckels USD
Susana Mancera-Juarez, Salinas City Elementary SD
Becky Moore, Santa Rita USD
Yvonne Perez, Carmel USD – *Joined meeting after roll call*
Martha Contreras, Chualar USD – *Joined meeting after roll call*

Board of Directors Absent

Debbie Gold, Big Sur USD
Lindsay Lopez, Bradley USD
Dr. Hector Galicia, Gonzales USD
Rosemarie Grounds, Graves USD
Annette Mooneyham, Greenfield USD
Daniel Stonebloom, Lagunita
Dr. Jinane Annous, Mission USD
Song Chin-Bendib, Pacific Grove USD
Ana Aguillon, Salinas UHSD
Josh Van Norman, San Antonio USD
Catherine Reimer, San Ardo USD
Jessica Riley, San Lucas USD
Letty Diaz, Soledad USD
Sherrie Castellano, SMCJUHSD
Tracie Corpuz, Washington USD

Guests and Staff Present via Zoom/Teleconference

Marcus Beverly, Alliant
Matt Gowan, Alliant
Marlene Richardson, Intercare
Connie Hampson, Intercare
Karen Callahan, Intercare
Jacinto Bernal, McGilloway, Ray, Brown & Kaufman
Hallie Pacheco, MERMA

A. CALL TO ORDER

Rory Livingston called the meeting to order at 1:31 p.m.

B. ROLL CALL

Present: Rory Livingston, Colleen Stanley, Veronica Flournoy, Susana Mancera-Juarez, Becky Moore

5 Board members present, and 17 Board members absent. Since a quorum of the Board was not present, the Executive Committee is empowered to act as the governing body on all matters to be considered at the meeting. A quorum of the Executive Committee was present.

C. APPROVAL OF AGENDA AS POSTED

Motion was made to approve the agenda as posted.

MOTION: Veronica Flournoy	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 5	NOES: 0	ABSENT: 17
ABSTAIN: 0		
AYES:	Veronica Flournoy, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz, Yvonne Perez, Martha Contreras	

D. PUBLIC COMMENTS

None

E. CONSENT CALENDAR

The following items were presented:

1. Board of Directors Minutes – October 14, 2020
2. Special Board of Directors Minutes – January 12, 2021
3. Treasurer’s Report – March 2021

Motion was made to approve items 1 through 3 on the Consent Calendar with a single motion as presented.

MOTION: Veronica Flournoy	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 5	NOES: 0	ABSTAIN: 0
AYES:	Veronica Flournoy, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz, Yvonne Perez, Martha Contreras	

F. ADMINISTRATIVE REPORTS

1. President's Report

Rory Livingston had nothing to report.

2. Pool Administrator's Report

Marcus Beverly stated Maria Sandoval is not available today so he will be presenting the Loss Control Report on her behalf later in the meeting.

Yvonne Perez joined the meeting.

3. Claims Administrator's Report

Connie Hampson of Intercare presented the following reports:

- Annual and Monthly Claim Results – April 2021
- New Claim Analysis Received FYTD – as of 4/30/21
- Frequency & Severity Reports FYTD Claims Reported - 7/1/20 – 4/30/21
- Claim Closing Analysis FYTD – as of 4/30/21
- Net Reserve Changes – FYTD – as of 4/30/21
- MERMA Company Nurse Results – April 2021
- MERMA Bill Review Results – April 2021

Karen Callahan of Intercare stated Marlene Richardson celebrated her 5-year anniversary with Intercare. We are really happy to have her, she has been a great asset to the program, and we appreciate her very much.

Martha Contreras joined the meeting.

4. Loss Control Report

Marcus Beverly presented the Loss Control Report on behalf of Maria Sandoval. He stated Maria has been busy providing training, in person ergonomic evaluations, and updated IIPP plans have been sent to all districts. Current injury stats were discussed and presented to the members. Marcus reminded the members to use their Matching Safety Funds before the end of the fiscal year.

5. Board of Directors Report

Nothing to report.

G. FINANCIAL REPORTS

1. Financial Statements for Period Ending March 31, 2021

Jacinto Bernal of McGilloway, Ray, Brown & Kaufman presented the Financial Statements for Period Ending March 31, 2021.

Motion was made to accept and file the Financial Statements for Period Ending March 31, 2021, as presented.

MOTION: Colleen Stanley	SECONDED: Veronica Flournoy	MOTION CARRIED	
AYES: 7	NOES: 0	ABSTAIN: 0	ABSENT: 15
AYES:	Colleen Stanley, Veronica Flournoy, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Yvonne Perez, Martha Contreras		
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz		

H. JPA BUSINESS

1. Workers' Compensation Excess Insurance Proposal FY 2021-22

Matt Gowan presented the Workers' Compensation Excess Insurance renewal and quotes for FY 2021-22. He stated the Executive Committee is recommending the renewal as presented at the April 14th meeting to continue with State National for \$50,000 to \$500,000 in coverage and Safety National for Statutory coverage excess of \$500,000.

Motion was made to approve the Workers' Compensation Excess Insurance Proposal for FY 2021-22 with a Self-Insured Retention of \$50,000. The first layer of Excess \$50,000-\$500,00 with State National and the second layer \$500,000 – Statutory with Safety National.

MOTION: Colleen Stanley	SECONDED: Yvonne Perez	MOTION CARRIED	
AYES: 7	NOES: 0	ABSTAIN: 0	ABSENT: 15
AYES:	Colleen Stanley, Yvonne Perez, Veronica Flournoy, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Martha Contreras		
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz		

2. Budget for FY 2021-22

Marcus Beverly presented the proposed FY 2021-22 budget. He stated the only change since this was last presented to the Executive Committee is the budget has been increased for building maintenance and repairs. More information was received about the building inspection and the roof needing repair as it is leaking due to poor drainage and the HVAC system is failing. He stated we need to move forward with getting the roof repaired and the HVAC system replaced. This will be a split cost with MCSIG, co-owner of the building.

Marcus stated this may be done on an emergency basis as the HVAC system is about to fail and cannot be repaired as they do not make the parts for it anymore. Rory Livingston stated that MERMA and MCSIG’s Board would need to declare this as an emergency. He stated we will need to present the cost and the reason for it and to ask the Board to request an emergency repair.

A motion was made to approve the FY 2021-22 MERMA operating budget as presented.

MOTION: Veronica Flournoy	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 7	NOES: 0	ABSTAIN: 0
ABSENT: 15		
AYES:	Veronica Flournoy, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Yvonne Perez, Martha Contreras	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz	

3. Premium Contributions for FY 2021-22

Marcus Beverly presented the Premium Contributions for FY 2021-22. The underlying rate is the same as last year at \$2.46 and still at the 80% Confidence Level.

A motion was made to approve the FY 2021-22 Premium Contribution Rates as presented, at the 80% Confidence Level, \$50,000 SIR, and 1.5% discount rate.

MOTION: Veronica Flournoy	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 7	NOES: 0	ABSTAIN: 0
ABSENT: 15		
AYES:	Veronica Flournoy, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Yvonne Perez, Martha Contreras	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz	

4. Suggested Bylaw Change Regarding Officer Terms and Elections

Marcus Beverly presented suggested changes to the Bylaws in regard to officer terms and elections as procedures have changed over time. Section 8.1.3 in the Bylaws has a potential gap between when members are elected to the Executive Committee and when the actual term of the officer starts. Potentially there could be a time when the Executive Committee terms begin in July but the Officers’ terms don’t begin until the Board meeting held in September (now held in October). He suggested changes to state “elected by the Board prior to July 1”.

Marcus stated another suggested change recommended by the Executive Committee at the last meeting was to add a reference to an intern position on the Executive Committee.

A motion was made to approve the recommended changes to the Bylaws and present for formal adoption at the full Board Meeting in October.

MOTION: Veronica Flourney	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 7	NOES: 0	ABSTAIN: 0
ABSENT: 15		
AYES:	Veronica Flourney, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Yvonne Perez, Martha Contreras	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz	

5. Election of Executive Committee Members

Marcus Beverly stated we have two members up for election, Vice-President Colleen Stanley and Member Veronica Flourney. We solicited all of the members for interest and received a response from Catherine Reimer of San Ardo School District.

Marcus stated the recommendation from the Executive Committee is to re-elect Veronica Flourney and Colleen Stanley to continue to serve on the Executive Committee for two years and elect Catherine Reimer to be an intern Executive Committee member. Since we haven't officially approved the Bylaws, it is suggested to re-elect the two Executive Committee members and accept Catherine Reimer's candidacy for the intern. He stated we will make her intern Executive Committee position official when we make the Bylaw change official at the October Board Meeting.

A motion was made to re-elect Veronica Flourney and Colleen Stanley to continue to serve on the Executive Committee for two years, from July 1, 2021 to June 30, 2023.

MOTION: Veronica Flourney	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 7	NOES: 0	ABSTAIN: 0
ABSENT: 15		
AYES:	Veronica Flourney, Colleen Stanley, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Yvonne Perez, Martha Contreras	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz	

6. Meeting Schedule for FY 2021-22

Marcus Beverly presented the meeting schedule for FY 2021-22.

I. Closing Comments

None

J. Upcoming Meetings


Board of Directors Meeting – October 13, 2021, 9:00 a.m. – 3:00 p.m.


K. ADJOURNMENT

Motion was made to adjourn the meeting at 2:45 p.m.

MERMA Board of Directors Minutes
May 12, 2021

MOTION: Yvonne Perez	SECONDED: Colleen Stanley	MOTION CARRIED
AYES: 7	NOES: 0	ABSTAIN: 0
AYES:	Yvonne Perez, Colleen Stanley, Veronica Flournoy, Rory Livingston, Susana Mancera-Juarez, Becky Moore, Martha Contreras	
ABSENT:	Debbie Gold, Lindsay Lopez, Dr. Hector Galicia, Rosemarie Grounds, Annette Mooneyham, Daniel Stonebloom, Dr. Jinane Annous, Song Chin-Bendib, Ana Aguillon, Josh Van Norman, Catherine Reimer, Jessica Riley, Letty Diaz, Sherrie Castellano, Tracie Corpuz	

Rory Livingston, President: 

Marcus Beverly, Executive Director: 

Date: 11/9/21