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[www.merma.org](http://www.merma.org)

**EXECUTIVE COMMITTEE  
ZOOM/TELECONFERENCE  
MEETING MINUTES  
April 13, 2022**

The Executive Committee of the Monterey Educational Risk Management Authority held a Zoom/teleconference meeting on April 13, 2022, at 1:30 p.m.

**Executive Committee Members Present via Zoom/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 – *Arrived after roll call*  
Veronica Flournoy, Spreckels Union School District  
Yvonne Perez, Carmel Unified School District

**Guests and Staff Present via Zoom/Teleconference**

Lisa Gering, Big Sur Unified School District  
Patricia Garfoot, King City Union School District  
Marcus Beverly, Alliant  
Matt Gowan, Alliant  
Connie Hampson, Intercare  
Marlene Richardson, Intercare  
Dennis Downing, Future Industrial Technologies  
David Bolton, MERMA  
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, Yvonne Perez  
Absent: Ana Aguillon

**C. APPROVAL OF AGENDA AS POSTED**

*Ana Aguillon joined the meeting.*

Motion was made to approve the agenda as posted.

<b>MOTION:</b> Colleen Stanley	<b>SECONDED:</b> Veronica Flourney	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSTAIN: 0</b>
<b>ABSENT: 0</b>		
AYES: Colleen Stanley, Veronica Flourney, Yvonne Perez, Ana Aguillon, Rory Livingston		
ABSENT: 0		

**D. PUBLIC COMMENTS**

None

**E. CONSENT CALENDAR**

The following items were presented:

1. Executive Committee Minutes – March 16, 2022
2. Payment Register and Board Report – March 2022

Motion was made to approve items 1 and 2 as presented with a single motion.

<b>MOTION:</b> Veronica Flourney	<b>SECONDED:</b> Colleen Stanley	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSTAIN: 0</b>
<b>ABSENT: 0</b>		
AYES: Veronica Flourney, Colleen Stanley, Yvonne Perez, Ana Aguillon, Rory Livingston		
ABSENT: 0		

**F. ADMINISTRATIVE REPORTS**

**1. President's Report**

President, Rory Livingston stated he didn't have much to report other than he is at 75 days and counting before retirement.

**2. Pool Administrator's Report**

Matt Gowan mentioned that he had dinner with Patricia Garfoot during the CASBO conference and he enjoyed meeting her.

Marcus Beverly stated he talked to Patricia Garfoot about being nominated for the Executive Committee.

**3. Claims Administrator's Report**

Connie Hampson of Intercare provided the Executive Committee with the following reports:

- Annual and Monthly Claim Results – March 2022

- New Claim Analysis Received FYTD – as of 03/31/22
- Frequency & Severity Reports FYTD Claims Reported - 7/1/21 – 03/31/22
- Claim Closing Analysis FYTD – as of 03/31/22
- Net Reserve Changes – FYTD – as of 03/31/22
- MERMA Company Nurse Results – March 2022
- MERMA Bill Review Results – March 2022

*Yvonne Perez left the meeting.*

Colleen Stanley said great job to Intercare, I don't know what we would do without you. Marcus Beverly stated the claims have increased considerably and Intercare has done better than most in being able to handle the influx. They have done a really good job maintaining high standards throughout a very difficult period, so thank you. Matt Gowan stated to please pass along to the claims adjusters.

#### **4. Loss Control Update**

David Bolton stated that he echoes the sentiment for Intercare. He attended a claim review with Intercare and Carmel Unified and this was a great experience. He would like to encourage other districts to participate in claim reviews.

David posted the April newsletter on MERMA's website. He created a recorded Zoom training of Heat Illness Prevention. He stated this is the time to get the training in before it starts getting too hot. This will be posted on the website, but he is available to train in person.

David mentioned we are waiting for the Backsafe Virtual Interactive Training contract to be signed. In the meantime, we did partner with Backsafe and provided them with information, metrics, and demographics so they can start doing their research.

David stated he reviewed the Heat and Illness Prevention Plans, and all are updated. As it gets warmer, you want to make sure you have copies of those for your employees and you may want to put this on your website. The Cal-OSHA standard 3395 is the most cited standard in California. David stated he will send out more communication on this to the members.

David stated he has scheduled Injury and Accident Investigative Training as well as First Aid/CPR training.

#### **5. Executive Committee Report**

Nothing to report.

*Ana Aguillon left the meeting.*

### **G. JPA BUSINESS**

#### **1. Workers' Compensation Excess Insurance Update**

Matt Gowan presented the Excess Insurance renewal indication with premium numbers "not to exceed".

He stated we are still in the underwriting process at this time and don't have a bindable quote. There is every indication as we work our way through this that there will be a 2% - 5% reduction in layer one from the numbers listed on the renewal indication spreadsheet.

No action taken on this item. The Committee gave direction to bring final quote to the Board of Directors.

## **2. eBacksafe Virtual Injury Prevention Program Agreement**

Marcus Beverly presented the eBacksafe Virtual Injury Prevention Program Agreement. He stated this program was presented and discussed at the last meeting and direction was given to enter into agreement.

Motion was made to approve the eBacksafe Virtual Injury Prevention Program Agreement as presented.

<b>MOTION:</b> Colleen Stanley	<b>SECONDED:</b> Veronica Flournoy	<b>MOTION CARRIED</b>
<b>AYES: 3</b>	<b>NOES: 0</b>	<b>ABSTAIN: 0</b>
<b>ABSENT: 2</b>		
AYES:	Veronica Flournoy, Colleen Stanley, Rory Livingston	
ABSENT:	Yvonne Perez, Ana Aguillon	

## **3. Preliminary Budget FY 2022-23**

Marcus Beverly presented the Preliminary Budget for FY 2022-23. The Committee suggested to increase the Health and Welfare and add COLA to salaries.

No action taken on this item. Direction given to make suggested changes and present to the Board of Directors.

## **4. Premium Contributions FY 2022-23**

Marcus Beverly presented the Premium Contributions for FY 2022-23. He stated these were provided at the last meeting with the Actuarial Review and have not changed.

Motion made to recommend the Premium Contributions as presented for FY 2022-23 to the Board of Directors.

<b>MOTION:</b> Colleen Stanley	<b>SECONDED:</b> Veronica Flournoy	<b>MOTION CARRIED</b>
<b>AYES: 3</b>	<b>NOES: 0</b>	<b>ABSTAIN: 0</b>
<b>ABSENT: 2</b>		
AYES:	Colleen Stanley, Veronica Flournoy, Rory Livingston	
ABSENT:	Yvonne Perez, Ana Aguillon	

## **5. Executive Committee Members Terms Ending June 30, 2022**

Marcus Beverly stated that three members are up for election and new officers will need to be appointed this year. Ana Aguillon and Yvonne Perez have both agreed to be re-nominated for their positions and Rory Livingston is retiring. MERMA has reached out to all members for interest in serving on the Executive Committee. Patricia Garfoot, who is attending today's meeting, has discussed being nominated with the program management.



Motion made to nominate Colleen Stanley as President, Veronica Flournoy as Vice President, Ana Aguillon to continue to serve as Secretary, Yvonne Perez to continue to serve as a member and add Patricia Garfoot as an Executive Committee member. These nominations will be recommended to the Board.

<b>MOTION:</b> Veronica Flournoy	<b>SECONDED:</b> Colleen Stanley	<b>MOTION CARRIED</b>
<b>AYES:</b> 3	<b>NOES:</b> 0	<b>ABSTAIN:</b> 0
<b>ABSENT:</b> 2		
<b>AYES:</b> Veronica Flournoy, Colleen Stanley, Rory Livingston		
<b>ABSENT:</b> Yvonne Perez, Ana Aguillon		

#### **6. Review of Options for Annual Funding**

Marcus Beverly stated this is a continued discussion regarding the experience modification factors and possible changes. One of the changes discussed was abandoning the WCIRB formula and coming back with the conventional method. We recognize that we don't want to have big swings up or down. Marcus stated we will continue to discuss and see what the members might want to do in terms of ideas to modulate funding increases.

#### **H. CLOSING COMMENTS**

Veronica Flournoy requested that we send out the Draft Premium Contributions for FY 2022-23 now as it would be very helpful for the CBO's. Veronica also asked if we could have an in person meeting in May. Marcus Beverly stated the May Board of Directors meeting will be held in person.

#### **I. UPCOMING MEETINGS**

Board of Directors – May 11, 2022, 1:30 p.m.

#### **J. ADJOURNMENT**

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

<b>MOTION:</b> Colleen Stanley	<b>SECONDED:</b> Veronica Flournoy	<b>MOTION CARRIED</b>
<b>AYES:</b> 3	<b>NOES:</b> 0	<b>ABSTAIN:</b> 0
<b>ABSENT:</b> 2		
<b>AYES:</b> Colleen Stanley, Veronica Flournoy, Rory Livingston		
<b>ABSENT:</b> Yvonne Perez, Ana Aguillon		

Colleen Stanley, President: \_\_\_\_\_

Marcus Beverly, Executive Director: \_\_\_\_\_

Date: \_\_\_\_\_