



P.O. Box 3320, Salinas, CA 93912

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

**EXECUTIVE COMMITTEE MINUTES**  
**March 6, 2024**

The Executive Committee of the Monterey Educational Risk Management Authority met at 76 Stephanie Drive, Salinas, on March 6, 2024, at 1:30 p.m. This meeting was also available via Zoom/teleconference.

**Executive Committee Members Present**

Colleen Stanley, President, Monterey County Office of Education  
Ana Aguillon, Vice-President, Salinas Union High School District  
Nikki Herring, Salinas City Elementary School District  
Yvonne Perez, Secretary, Carmel Unified School District – *Arrived after roll call Via Zoom*  
Becky Moore, Santa Rita Union School District – *Arrived after roll call via Zoom*

**Guests and Staff Present**

Marcus Beverly, Alliant  
Matt Gowan, Alliant – *Via Zoom*  
Marlene Richardson, Intercare  
Connie Hampson, Intercare  
Derek Burkhalter, Bickmore Actuarial – *Via Zoom*  
Jacinto Acosta Bernal, McGilloway, Ray, Brown & Kaufman  
Maria Lorenzana, MERMA  
Hallie Pacheco, MERMA

**A. CALL TO ORDER**

Colleen Stanley called the meeting to order at 1:39 p.m.

**B. ROLL CALL**

Present: Colleen Stanley, Ana Aguillon, Nikki Herring  
Absent: Yvonne Perez and Becky Moore (*arrived after roll*)

**C. APPROVAL OF AGENDA AS POSTED**

Motion was made to approve the agenda as posted.

<b>MOTION:</b> Ana Aguillon	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 3</b> <b>NOES: 0</b>	<b>ABSTAIN: 0</b>	<b>ABSENT: 2</b>
AYES: Ana Aguillon, Nikki Herring, Colleen Stanley		
ABSENT: Yvonne Perez, Becky Moore		

**D. PUBLIC COMMENTS**

None

**E. CONSENT CALENDAR**

The following items were presented:

1. Executive Committee Minutes – January 24, 2024
2. Payment Register and Board Report – January 2024
3. Treasurer’s Report – December 31, 2023
4. Mechanic’s Bank Authorized Signer Letter

Colleen Stanley reported that after the last Executive Committee meeting, she went to Mechanics Bank to close the MERMA savings account. The bank stated we need the authorized signer letter along with an organizational chart to complete the process.

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

<b>MOTION:</b> Ana Aguillon	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 3</b>	<b>NOES: 0</b>	<b>ABSENT: 2</b>
<b>ABSTAIN: 0</b>		
AYES: Ana Aguillon, Nikki Herring, Colleen Stanley		
ABSENT: Yvonne Perez, Becky Moore		

*Yvonne Perez and Becky Moore joined the meeting via Zoom.*

**F. ADMINISTRATIVE REPORTS**

**1. President’s Report**

President, Colleen Stanley had nothing additional to report.

**2. Pool Administrator’s Report**

Marcus Beverly reported we are in the process of having the building alarm system upgraded. New computers/laptops will be ordered for staff. Marcus also mentioned it is good to have full staff around the office again with Maria’s presence and more focus on risk management efforts.

Matt Gowan mentioned the CASBO conference is in Palm Springs and he’s hosting a dinner on April 8<sup>th</sup> and vendor’s suite on April 9<sup>th</sup>. He will send an invitation if the members would like to attend.

**3. Claims Administrator’s Report**

Connie Hampson of Intercare presented the following reports:

- Claims Activity for Rolling 13 Months: Ending 1/31/24
- New Claims Received by District: January 2023 – February 2024
- Pending Open Caseload: January 2023 – January 2024
- Pending Open Caseload by District: as of 2/29/24
- Rolling 13 Month Closing Rate: Ending 1/31/24
- Reserve Salvage by District: FYTD – 1/31/24
- Frequency and Severity Reports: FYTD – 1/31/24

- MERMA Company Nurse Results: January 2024
- MERMA Bill Review Results: FYTD – 1/31/24
- MERMA Utilization Review Results: FYTD – 1/31/24

Discussion held regarding training needed for Special Education staff.

#### **4. Loss Control Report**

Maria Lorenzana updated the Committee on loss control activities, recommendations and claim stats. The EAGLE lift ergonomic assist garbage lifts and proper ergonomic equipment was discussed.

Action was taken to approve \$50,000 of the Risk Management Fund to use towards the purchase of EAGLE Lift ergonomic assist garbage lifts and ergonomic chairs.

<b>MOTION:</b> Colleen Stanley	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSENT: 0</b>
<b>ABSTAIN: 0</b>		
AYES: Colleen Stanley, Nikki Herring, Ana Aguillon, Yvonne Perez, Becky Moore		
ABSENT: 0		

*The Committee moved ahead to Item H.1.*

#### **H. JPA BUSINESS**

##### **1. Actuarial Review of the Self-Insured Workers' Compensation Program**

Action was taken to accept and file the Actuarial Review of the Self-Insured Workers' Compensation Program as presented by Derek Burkhalter of Bickmore Actuarial.

<b>MOTION:</b> Ana Aguillon	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSENT: 0</b>
<b>ABSTAIN: 0</b>		
AYES: Ana Aguillon, Nikki Herring, Yvonne Perez, Becky Moore, Colleen Stanley		
ABSENT: 0		

*The Committee moved back to Item G.1.*

#### **G. FINANCIAL REPORTS**

##### **1. Financial Statements for Period Ending December 31, 2023**

Motion was made to accept and file the Financial Statements for Period Ending December 31, 2023, as presented by Jacinto Acosta Bernal of McGilloway, Ray, Brown & Kaufman.

<b>MOTION:</b> Ana Aguillon	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSENT: 0</b>
<b>ABSTAIN: 0</b>		
AYES: Ana Aguillon, Nikki Herring, Yvonne Perez, Becky Moore, Colleen Stanley		
ABSENT: 0		

*The Committee moved to Item H.2.*

#### **H. JPA BUSINESS**

**2. Workers Compensation Excess Insurance Update**

Matt Gowan provided an early update on the Workers’ Compensation Excess Insurance renewal. He will have estimates by May and possibly April.

**3. Preliminary Budget FY 2024-25**

Marcus Beverly presented the Preliminary Budget for FY 2024-25. Information item at this time for discussion only.

**4. Meeting Schedule FY 2024-25**

Resolution No. 24-01 to set meeting dates for FY 2024-25 was presented along with a meeting schedule calendar. Discussion to change the date of the August meeting and no meeting in November.

Action was taken to pass and approve Resolution No. 24-01 to set meeting dates for Fiscal Year 2024-25 with the changes as discussed to the August and November meetings.

<b>MOTION:</b> Yvonne Perez	<b>SECONDED:</b> Nikki Herring	<b>MOTION CARRIED</b>
<b>AYES: 5</b>	<b>NOES: 0</b>	<b>ABSENT: 0</b>
<b>ABSTAIN: 0</b>		
<b>AYES:</b> Yvonne Perez, Nikki Herring, Ana Aguillon, Becky Moore, Colleen Stanley		
<b>ABSENT:</b> 0		

**5. Executive Committee Members Terms Ending June 30, 2024**

Marcus Beverly reported that three members of the Executive Committee terms will be ending June 30, 2024, Vice President Ana Aguillon, Secretary Yvonne Perez and Member Nikki Herring. All three members are interested in being nominated for election at the May 1<sup>st</sup> Board of Directors meeting. MERMA will also reach out to all members for interest.

*The Committee moved back to Item F.5.*

**F. ADMINISTRATIVE REPORTS**

**5. Executive Committee**

No comments.

**I. CLOSING COMMENTS**

Marcus Beverly apologized for the technical difficulties during the meeting.

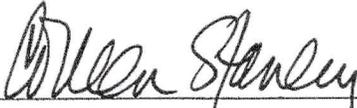
**J. UPCOMING MEETINGS**

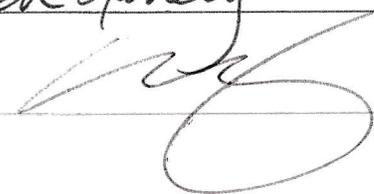
Executive Committee Meeting – April 3, 2024

Board of Directors Meeting – May 1, 2024

**K. ADJOURNMENT**

Colleen Stanley adjourned the meeting at 3:28 p.m.

Colleen Stanley, President: 

Marcus Beverly, Executive Director: 

Date: 4/4/24