



P.O. Box 3320, Salinas, CA 93912  
[www.merma.org](http://www.merma.org)

**EXECUTIVE COMMITTEE MINUTES**  
**April 3, 2024**

The Executive Committee of the Monterey Educational Risk Management Authority met at 76 Stephanie Drive, Salinas, on April 3, 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 – *Via Zoom*  
 Becky Moore, Santa Rita Union School District – *Via Zoom*  
 Nikki Herring, Salinas City Elementary School District – *Arrived after roll call*  
 Yvonne Perez, Secretary, Carmel Unified School District – *Arrived after roll call Via Zoom*

**Guests and Staff Present**

Amy Sweet, San Antonio Union School District – *Via Zoom*  
 Bernard Burchette, Spreckels Union School District – *Via Zoom*  
 Jeff Trussler, Intercare – *Via Zoom*  
 Marcus Beverly, Alliant – *Via Zoom*  
 Matt Gowan, Alliant  
 Maria Lorenzana, MERMA  
 Hallie Pacheco, MERMA

**A. CALL TO ORDER**

Colleen Stanley called the meeting to order at 1:34 p.m.

**B. ROLL CALL**

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

**C. APPROVAL OF AGENDA AS POSTED**

Motion made to approve the agenda as posted.

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

**D. PUBLIC COMMENTS**

None

**E. CONSENT CALENDAR**

The following items were presented:

1. Executive Committee Minutes – March 6, 2024
2. Payment Register and Board Report – February 2024

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

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

**F. ADMINISTRATIVE REPORTS**

**1. President’s Report**

President, Colleen Stanley had nothing to report at this time.

**2. Pool Administrator’s Report**

Matt Gowan reported that we received a complimentary pass to the Executives in Workers’ Compensation and Risk Conference. MERMA’s Loss Control Manager, Maria Lorenzana, will be using the pass to attend the conference in Anaheim. He also mentioned he will be attending the CASBO conference next week and will be hosting a dinner and to let him know if anyone would like to attend the dinner.

*Nikki Herring arrived at the meeting.  
Yvonne Perez joined the meeting via Zoom.*

**3. Claims Administrator’s Report**

Jeff Trussler of Intercare presented the following reports:

- Claims Activity for Rolling 13 Months: Ending 2/29/24
- New Claims Received by District: February 2023 – February 2024
- Pending Open Caseload: February 2023 – February 2024
- Pending Open Caseload by District: as of 2/29/24
- Rolling 13 Month Closing Rate: Ending 2/29/24
- Reserve Salvage by District: FYTD – 2/29/24
- Frequency and Severity Reports: FYTD – 2/29/24
- Company Nurse Results: February 2024
- Bill Review Results: FYTD – 2/29/24
- Utilization Review Results: February 2024
- Utilization Review Results FYTD: 7/1/23 – 2/29/24

**4. Loss Control Report**

Maria Lorenzana gave an update on loss control activities and claim stats for the month of March. She will be placing an order for the EAGLE Lift ergonomic assist garbage lifts once more responses are received from the member districts. Maria provided the Committee with a draft template of the Workplace Violence Prevention Policy and went over the criteria required by Cal-OSHA. The policy will need to be implemented July 1, 2024.

**5. Executive Committee**

Colleen Stanley reported the Mechanics Bank Savings Account has finally been closed.

**G. JPA BUSINESS**

**1. Pro-ACT Crisis Prevention Training**

Maria Lorenzana provided information on the Pro-ACT Crisis Prevention Training which is a crisis de-escalation and management program. She discussed the trainings provided and cost. Discussion held regarding the training providers used by the member districts. It was mentioned that some districts use Handle with Care and Safety Care.

No action taken on this item. Direction given to research further and continue discussion at the May 1<sup>st</sup> Board of Directors meeting.

**2. Nominations for Executive Committee Members and Intern Position**

Motion made to nominate Ana Aguillon, Yvonne Perez, and Nikki Herring to continue to serve on the Executive Committee and to nominate Bernard Burchette as an Intern Executive Committee member. These nominations will be recommended to the Board of Directors for election at their May 1<sup>st</sup> meeting.

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

**3. County of Monterey Treasurer-Tax Collector Addendum to MOU**

Motion made to approve the Addendum to MOU for Custom Managed Investment Services as presented.

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

**4. Workers Compensation Excess Insurance Update**

Motion made to approve and bind the Safety National (second layer) Workers' Compensation Excess Insurance renewal for FY 2024-25 as presented with a Self-Insured Retention of \$500,000 and Statutory limits.

Renewal rates/premiums for the first layer of excess insurance will be provided at the Board of Directors meeting for approval.

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

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

Motion made to recommend the Preliminary Budget as presented for FY 2024-25 to the Board of Directors for approval.

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

**6. Preliminary Contributions FY 2024-25**

Motion made to recommend the Premium Contributions as presented for FY 2024-25 to the Board of Directors for approval.

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

**H. CLOSING COMMENTS**

None.

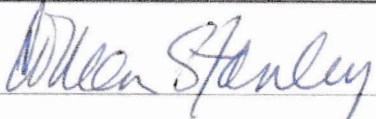
**I. UPCOMING MEETING**

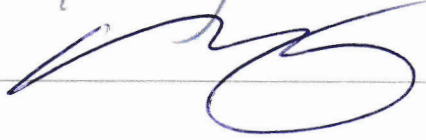
Board of Directors Meeting – May 1, 2024

**J. ADJOURNMENT**

Colleen Stanley adjourned the meeting at 2:51 p.m.

---

Colleen Stanley, President: 

Marcus Beverly, Executive Director: 

Date: 8/8/24