



Monterey Educational Risk Management Authority

P.O. Box 3320, Salinas, CA 93912

www.merma.org

EXECUTIVE COMMITTEE MINUTES

August 7, 2024

The Executive Committee of the Monterey Educational Risk Management Authority met at 76 Stephanie Drive, Salinas, on August 7, 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

Intern Executive Committee Member Present

Bernard Burchette, Spreckels Union School District

Executive Committee Members Absent

Yvonne Perez, Secretary, Carmel Unified School District

Guests and Staff Present

Marlene Richardson, Intercare
Connie Hampson, Intercare
Matt Gowan, Alliant
Marcus Beverly, Alliant – *Via Zoom*
Maria Lorenzana, MERMA
Hallie Pacheco, MERMA

A. CALL TO ORDER

Colleen Stanley called the meeting to order at 1:31 p.m.

B. ROLL CALL

Present: Colleen Stanley, Ana Aguillon, Nikki Herring
Absent: Yvonne Perez

C. APPROVAL OF AGENDA AS POSTED

Motion made to approve the agenda as posted.

MOTION: Ana Aguillon	SECONDED: Nikki Herring	MOTION CARRIED
AYES: 3	NOES: 0	ABSTAIN: 0
ABSENT: 1		
AYES: Ana Aguillon, Nikki Herring, Colleen Stanley		
ABSENT: Yvonne Perez		

D. PUBLIC COMMENTS

None

E. CONSENT CALENDAR

The following items were presented:

1. Executive Committee Minutes – April 3, 2024
2. Payment Registers and Board Reports – March, April, May, June 2024
3. Treasurer’s Report – March 2024
4. OPEB GASB 75 Actuarial Report – FYE 6/30/24
5. 2023-24 State National Insurance – Amendment No. 1 to Reinsurance Agreement
6. 2024-25 State National Insurance - Reinsurance Agreement

Motion made to approve items 1 through 6 as presented with a single motion.

MOTION: Nikki Herring	SECONDED: Ana Aguillon	MOTION CARRIED
AYES: 3	NOES: 0	ABSTAIN: 0
ABSENT: 1		
AYES: Nikki Herring, Ana Aguillon, Colleen Stanley		
ABSENT: Yvonne Perez		

F. ADMINISTRATIVE REPORTS

1. President’s Report

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

2. Pool Administrator’s Report

Marcus Beverly provided a brief update on new computers being installed for office staff and informed the Committee that we are using a new IT provider. Marcus also reported we are going through the CAJPA Re-Accreditation at this time.

Matt Gowan mentioned the CAJPA conference is about a month away. No members are available to attend this year.

3. Claims Administrator’s Report

Connie Hampson of Intercare presented the following reports:

- Claims Activity for Rolling 13 Months: Ending 7/31/24
- New Claims Received by District: July 2023 – July 2024
- Pending Open Caseload: July 2023 – July 2024
- Pending Open Caseload by District: as of 7/31/24
- Rolling 13 Month Closing Rate: Ending 7/31/24
- Reserve Salvage by District: FYTD – 7/31/24

- Frequency and Severity Reports: FYTD – 7/31/24
- Company Nurse Results: July 2024
- Bill Review Results: FYTD – 7/31/24
- Utilization Review Results: July 2024
- Utilization Review Results FYTD – 7/31/24

Discussion held regarding Cal-OSHA requirements to provide safety shoes/boots to employees. “Shoes for Crews” program was discussed and possibly putting a program in place to help subsidize the costs for the districts.

4. Loss Control Report

Maria Lorenzana provided an update on Loss Control activity since the last meeting. She stated she has been very busy with CPR/First Aid/AED training and mentioned not too many ergonomic evaluations were conducted over the last couple months. Maria reported the Indoor Heating Illness Prevention Program has passed and she is in the process of updating to include the new indoor requirements.

Maria discussed having someone from eBacksafe to present an in-person training for a large group, possibly at MCOE.

5. Executive Committee

The Executive Committee had nothing to report.

G. FINANCIAL REPORTS

1. Net Position Review

Marcus Beverly presented the estimated Balance Sheet and Profit and Loss Statements as of June 30, 2024, as well as the CAJPA Accreditation Financial Benchmark Worksheet. MERMA continues to be in an excellent financial position. Discussion held regarding declaring a dividend and other options for financial support for the member districts.

No action taken on this item. Direction given to research requirements for safety shoes/boots and associated costs and other suggestions for loss control program. Discussion will continue at the October 2nd Board of Directors meeting.

H. JPA BUSINESS

1. Vacancy on Executive Committee

Marcus Beverly reported there is a vacancy on the Executive Committee as Becky Moore is unable to continue to serve her term.

Motion made to approve the Intern Executive Committee Member, Bernard Burchette to fill the vacancy on the Executive Committee for a term ending June 30, 2025.

MOTION: Ana Aguillon	SECONDED: Nikki Herring	MOTION CARRIED
AYES: 3 NOES: 0	ABSTAIN: 0	ABSENT: 1
AYES: Ana Aguillon, Nikki Herring, Colleen Stanley		
ABSENT: Yvonne Perez		

2. Conflict of Interest Code Review

Motion made to approve the 2024 Local Agency Biennial Notice to Re-Affirm the Conflict of Interest Code with no changes as presented.

MOTION: Bernard Burchette	SECONDED: Nikki Herring	MOTION CARRIED
AYES: 4	NOES: 0	ABSTAIN: 0
ABSENT: 1		
AYES: Bernard Burchette, Nikki Herring, Ana Aguillon, Colleen Stanley		
ABSENT: Yvonne Perez		

3. Policy Review

Motion made to approve the following policies as presented with a single motion.

- Funding Policy
- Litigation Management Guidelines
- Loss Control Services Guidelines

MOTION: Nikki Herring	SECONDED: Bernard Burchette	MOTION CARRIED
AYES: 4	NOES: 0	ABSTAIN: 0
ABSENT: 1		
AYES: Nikkie Herring, Bernard Burchette, Ana Aguillon, Colleen Stanley		
ABSENT: Yvonne Perez		

4. Topics for the October Board Meeting

A draft agenda was provided to the Committee for review and discussion. Training topics and legal updates to be presented were discussed.

I. CLOSING COMMENTS


None.

J. UPCOMING MEETING

Board of Directors Meeting – October 2, 2024, 9:00 a.m. – 3:00 p.m.
Executive Committee Meeting – December 18, 2024, 1:30 p.m.

K. ADJOURNMENT

Colleen Stanley adjourned the meeting at 3:13 p.m.

Colleen Stanley, President: 

Marcus Beverly, Executive Director: 

Date: 12/11/24