



Monterey Educational Risk Management Authority

P.O. Box 3320, Salinas, CA 93912

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

## EXECUTIVE COMMITTEE MINUTES

March 19, 2025

The Executive Committee of the Monterey Educational Risk Management Authority met at 76 Stephanie Drive, Salinas, on March 19, 2025, 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

Yvonne Perez, Secretary, Carmel Unified School District – *Arrived after roll call via Zoom*

Bernard Burchette, Spreckels Union School District – *Arrived after roll call via Zoom*

### **Executive Committee Members Absent**

Nikki Herring, Salinas City Elementary School District

### **Intern Executive Committee Member Present**

Ana Perez, Gonzales Unified School District - *Via Zoom*

### **Intern Executive Committee Member Absent**

Claudia Arellano, Santa Rita Union School District

### **Guests and Staff Present**

Jacinto Acosta Bernal, McGilloway, Ray, Brown & Kaufman

Derek Burkholter, Bickmore Actuarial – *Via Zoom*

Jennifer Blythe, Bickmore Actuarial – *Via Zoom*

Marlene Richardson, Intercare

Connie Hampson, Intercare

Marcus Beverly, Alliant

Matt Gowan, Alliant

Maria Lorenzana, MERMA

Angela Murguia, MERMA

### **A. CALL TO ORDER**

Colleen Stanley called the meeting to order at 1:32 p.m.

### **B. ROLL CALL**

Present: Colleen Stanley, Ana Aguillon

Absent: Yvonne Perez, Bernard Burchette, Nikki Herring

*Moved ahead to F. Administrative Reports.*

**F. ADMINISTRATIVE REPORTS**

**1. President’s Report**

Colleen Stanley thanked everyone for being here.

**2. Pool Administrator’s Report**

Matt Gowan discussed the Cover & Care program that was presented at the October Board meeting as some members showed interest. He stated they have changed their name to ABCover. They are a specialized insurance provider that covers substitute costs or absence reimbursement, reducing budget risk. Discussion held regarding having ABCover provide a demonstration of their program and how it may assist the members.

*Bernard Burchette and Yvonne Perez joined the meeting via Zoom.*

*The Executive Committee moved back to Item C.*

**C. APPROVAL OF AGENDA AS POSTED**

Motion to approve the agenda as posted.

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

**D. PUBLIC COMMENTS**

None.

**E. CONSENT CALENDAR**

The following items were presented:

1. Executive Committee Minutes – December 11, 2024
2. Payment Registers and Board Reports – December 2024, January, February 2025
3. Treasurer’s Report – December 2024
4. ALC Claims Auditing Agreement 2025
5. OPEB Actuarial Valuation & GASB 75 Report for FYE 6/30/25

Motion to approve items 1 through 5 as presented with a single motion.

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

**F. ADMINISTRATIVE REPORTS continued**

**3. Claims Administrator’s Report**

Connie Hampson of Intercare presented the following reports.

- Claims Activity for Rolling 13 Months: Ending 2/28/25
- New Claims Received by District: February 2024 – February 2025
- Pending Open Caseload: February 2024 – February 2025
- Pending Open Caseload by District as of 2/28/25
- Pending Open Claim Count by District-Comparison: February 2024-February 2025
- Rolling 13 Month Closing Rate – Ending 2/28/25
- Reserve Salvage by District: FYTD - 2/28/25
- Frequency and Severity Reports: FYTD - 2/28/25
- Company Nurse Results: February 2025
- Bill Review Results: February 2025
- Bill Review Results: FYTD – 2/28/25
- Utilization Review Results: February 2025
- Utilization Review Results: FYTD – 2/28/25

**4. Loss Control Report**

Maria Lorenzana reported on recent Loss Control activity. She discussed the Incident Investigation and Workers’ Comp 101 training that she and Intercare recently provided to member districts. Attendance was low for this training, and it has been discussed providing a webinar to involve more participants.

Maria provided an update on the Shoes for Crews Program. Three districts will be participating in a truck event in the next three months.

**5. Executive Committee**

No comments.

**G. FINANCIAL REPORTS**

**1. Financial Statements for Period Ending December 31, 2024**

Motion to accept and file the Financial Statements for Period Ending December 31, 2024, as presented by Jacinto Acosta Bernal of McGilloway, Ray, Brown & Kaufman.

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

**H. JPA BUSINESS**

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

Motion to accept and file the Actuarial Review of the Self-Insured Workers' Compensation Program as presented by Derek Burkholter of Bickmore Actuarial.

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

**2. Workers’ Compensation Excess Insurance Update**

Matt Gowan presented an early indication of the Workers Compensation Excess Insurance renewal with not to exceed numbers, which is almost a flat rate over the expiring year.

**3. Preliminary Budget FY 2025-26**

Marcus Beverly presented the preliminary budget for FY 2025-26. The Committee recommended a 2.43% COLA for staff for budgeting purposes. This item will be presented at the April Executive Committee meeting for direction to recommend to the Board.

**4. Meeting Schedule FY 2025-26**

Resolution No. 25-01 to set meeting dates for FY 2025-26 was presented along with a meeting calendar. Discussion to change the date of the October Board of Directors meeting.

Motion to pass and approve Resolution 25-01 to set meeting dates for FY 2025-26 with a change to the October Board of Directors meeting as discussed.

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

**5. Executive Committee Members Terms Ending June 30, 2025**

Two members of the Executive Committee terms will be ending June 30, 2025, President Colleen Stanley and Bernard Burchette. Both members have agreed to accept nominations for election at the May 21<sup>st</sup> Board of Directors meeting.

**6. Pool Administration, Brokerage and Consulting Services Agreement**

Motion to recommend the new agreement to the Board of Directors for approval at the May 21, 2025, meeting.

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

**I. CLOSING COMMENTS**

None.

**J. UPCOMING MEETINGS**

Executive Committee Meeting – April 23, 2025  
Board of Directors Meeting – May 21, 2025

**K. ADJOURNMENT**

Colleen Stanley adjourned the meeting at 3:30 p.m.

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

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

Date: 4/23/25