



P.O. Box 3320, Salinas, CA 93912

www.merma.org

EXECUTIVE COMMITTEE MINUTES

August 20, 2025

The Executive Committee of the Monterey Educational Risk Management Authority met at 76 Stephanie Drive, Salinas, on August 20, 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
Bernard Burchette, Spreckels Union School District
Nikki Herring, Salinas City Elementary School District
Yvonne Perez, Secretary, Carmel Unified School District – *Arrived after roll call via Zoom*

Executive Committee Members Absent

Ana Aguillon, Vice-President, Salinas Union High School District

Intern Executive Committee Member Absent

Claudia Arellano, Santa Rita Union School District

Guests and Staff Present

Marlene Richardson, Intercare
Christine Bagley, Intercare
Danielle Buri-Beaton, Intercare
Jeff Trussler, Intercare – *Via Zoom*
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, Bernard Burchette, Nikki Herring
Absent: Ana Aguillon, Yvonne Perez

C. APPROVAL OF AGENDA AS POSTED

Motion to approve the agenda as posted.

MOTION: Bernard Burchette	SECONDED: Nikki Herring	MOTION CARRIED
AYES: 3	NOES: 0	ABSTAIN: 0
ABSENT: 2		
AYES: Bernard Burchette, Nikki Herring, Colleen Stanley		
ABSENT: Ana Aguillon, Yvonne Perez		

D. PUBLIC COMMENTS

None.

E. CONSENT CALENDAR

The following items were presented:

1. Executive Committee Minutes – April 23, 2025
2. Payment Registers and Board Reports – April, May, June, July 2025
3. Pool Administration, Brokerage and Consulting Services Agreement
4. 2024-25 State National Insurance – Amendment No. 1 to Reinsurance Agreement
5. 2025-26 State National Insurance – Reinsurance Agreement
6. SchoolsFirst Service Agreement – 403(b) Plan
7. SchoolsFirst Service Agreement – 457(b) Plan

Motion to approve items 1 through 7 as presented with a single motion.

MOTION: Nikki Herring	SECONDED: Bernard Burchette	MOTION CARRIED
AYES: 3	NOES: 0	ABSTAIN: 0
ABSENT: 2		
AYES: Nikki Herring, Bernard Burchette, Colleen Stanley		
ABSENT: Ana Aguillon, Yvonne Perez		

F. ADMINISTRATIVE REPORTS

1. President's Report

Colleen Stanley thanked Hallie Pacheco for her patience and sending reminders to complete the things that are needed to move forward.

Yvonne Perez joined the meeting.

2. Pool Administrator's Report

Matt Gowan mentioned the CAJPA Conference is coming up in Monterey and he and Alliant are hosting a couple of dinners. If the Executive Committee would like to attend, please let him or Hallie know.

3. Claims Administrator's Report

Danielle Buri-Beaton of Intercare introduced Christine Bagley. Christine has worked for Intercare for 22 years and is the new Account Manager now that Connie Hampson has retired.

Christine Bagley of Intercare presented the following reports:

- Claims Activity for Rolling 13 Months: Ending 7/31/25
- New Claims Received by District: July 2024 – July 2025
- Closing Statistics and Pending Open Claims: July 2024 – July 2025
- Pending Open Claims by District as of 7/31/25
- Rolling 13 Month Closing Rate – Ending 7/31/25
- Frequency and Severity Reports: FYTD – 7/31/25
- Bill Review Results: July 2025
- Bill Review Results: FYTD – 7/31/25
- Utilization Review Results: July 2025
- Utilization Review Results: FYTD – 7/31/25

4. Loss Control Report

Maria Lorenzana presented an update on loss control activities over the summer. She has been very busy with CPR/First Aid/AED Training. She is finalizing the Incident Investigation Training webinar. She mentioned incident investigations identify root causes that lead to injuries and identify corrective measures to prevent future incidents. This is a very important part of the safety program. She will keep the members posted when the webinar is ready to launch.

5. Executive Committee

No comments.

G. FINANCIAL REPORTS

1. Net Position Review

Marcus Beverly presented the estimated Balance Sheet and Profit and Loss Statement as of June 30, 2025. He reported it has been a good year and MERMA is in good shape with the Net Position increasing and the claims liabilities decreasing. Discussion held.

Motion to recommend to the Board that no dividend be declared this year.

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

H. JPA BUSINESS

1. Claims Audit

The ALC Claims Collaborations Audit Report along with Intercare's response was presented to the Committee for their review and discussion.

Motion made to accept and file the Claims Audit and Intercare response as presented.

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

2. Policy Review

The following policies were presented for the Committee to review:

- Disaster Recovery Policy – no changes
- Electronic Data Security Policy – updated with current Data Security IT Protocols
- Funding Policy – increase benchmarks for Net Position to Expected Liabilities ratio

Motion to recommend and accept the policies as presented with a single motion.

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

3. Yacht Award of Excellence Program

Marcus Beverly presented an update on the Yacht Award of Excellence Program with a revised set of standards and an increase in the dollar award to create more interest in the program.

Motion made to increase the incentive by doubling the Matching Safety Funds with a minimum of \$5,000 to be awarded.

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

4. Topics of the October Board Meeting

A draft Board of Directors agenda was presented for review and discussion.

I. CLOSING COMMENTS

None.

J. UPCOMING MEETINGS

Board of Directors Meeting – October 22, 2025

K. ADJOURNMENT

Colleen Stanley adjourned the meeting at 2:37 p.m.

Colleen Stanley, President: _____

Marcus Beverly, Executive Director: _____

Date: _____