



**Small Cities Organized Risk Effort (SCORE)
Board of Directors Meeting Minutes
June 26, 2020**

Member Cities Present:

Mark Sorensen, City of Biggs
Wes Heathcock, City of Colfax
Blake Michaelsen, City of Dunsmuir
Todd Juhasz, City of Dunsmuir
Cate Trost, City of Etna
Karl Drexler, Town of Fort Jones
Robert Jankovitz, City of Isleton
Aaron Palmer, City of Live Oak
Roger Carroll, Town of Loomis
Cricket Strock, Town of Loomis
Kathy LeBlanc, City of Loyalton
Sara Kleier, City of Montague

Muriel Howarth Terrell, City of Mt. Shasta
Lauren Knox, City of Portola
Kyle Knopp, City of Rio Dell
John Duckett, City of Shasta Lake
Wendy Howard, City of Shasta Lake
Debi Savage, City of Susanville
Gwenna MacDonald, City of Susanville
Mike Wilson, City of Susanville
Paulette Velador, City of Tulelake
Diana Howard, City of Weed
Steve Baker, City of Yreka
Renee Hoisington, City of Yreka

Member Cities Absent: NONE

Consultants & Guests

Marcus Beverly, Alliant Insurance Services
Michelle Minnick, Alliant Insurance Services
Michael Simmons, Alliant Insurance Services
Conor Boughey, Alliant Insurance Services
Kevin Wong, Gilbert Associates, Inc.

Jennifer Zraick, Gilbert Associates, Inc.
Dorienne Zumwalt, York Risk Services
John Balestrini, DKF Risk Solutions
Mike Harrington, Bickmore Risk Services

A. CALL TO ORDER

Mr. Steve Baker called the meeting to order at 10:06 a.m.

B. ROLL CALL

The above mentioned members were present constituting a quorum.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as amended.

MOTION: Kathy LeBlanc

SECOND: Roger Carroll

**MOTION CARRIED
UNANIMOUSLY**



D. PUBLIC COMMENT

There were no public comments

E. CONSENT CALENDAR

1. Board of Directors Meeting *Draft* Minutes – June 4, 2020
2. US Bank Custodial Account Statement – May 2020
3. Investment Statements from Chandler Asset Management – May 2020
4. Local Agency Investment Fund Quarterly Statement of Investment – March 31, 2020
5. Treasurer’s Report as of March 31, 2020
6. SCORE Checking Account Transaction List – March – May 2020
7. Target Solutions Utilization Report – March – May 2020

A motion was made to approve the Consent Calendar as presented.

MOTION: Wes Heathcock

SECOND: Jenny Coelho

**MOTION CARRIED
UNANIMOUSLY**

F. ADMINISTRATIVE REPORTS

F1. President’s Report

Mr. Steven Baker glad that everyone is present and encouraged everyone to stay safe.

F2. Excess Pool Reports

F.2.a. CJPRMA Update

Mr. Roger Carroll indicated that CJPRMA had approved the rates and they were some indications – one carrier has backed out and there will be a special meeting on Tuesday and if it comes out less than anticipated they will cancel the meeting.

F.2.b. ERMA Update

No update was provided.

F.2.c. LAWCX Update

F.3. Alliant Update

Marcus Beverly noted that he is hopeful that we can still have the October meeting but we may have to rent both meeting rooms to accommodate for space.

G. FINANCIAL

G.1. Loss Control Grant Funds FY 20/21



The Board has already provided direction to pull from the liability program only. After a brief discussion the board generally agreed to continue the program.

A motion was made to approve the allocation as presented.

**MOTION: Kathy LeBlanc SECOND: Roger Carroll MOTION CARRIED
UNANIMOUSLY**

G.2. Approval of SCORE Officer Positions

Marcus Beverly noted that the current slate of officers has been nominated to continue in their same roles to serve for a two year term.

A motion was made to approve the slate nominated officers as presented in the agenda.

**MOTION: Jenny Coelho SECOND: Kyle Knopp MOTION CARRIED
UNANIMOUSLY**

G.3. Delegation of Investment Authority to SCORE Treasurer

Marcus Beverly provided a review of the Resolution which provides authority to the Treasurer who was just appointed.

A motion was made to approve the Resolution as presented.

**MOTION: Wes Heathcock SECOND: Kathy LeBlanc MOTION CARRIED
UNANIMOUSLY**

G.4. Delegation of Treasurer Responsibilities

There was a brief discussion that is resolution is to satisfy the bank requirements and noted that we will do present this resolution as it relates to the Officer Positions.

A motion was made to approve the Resolution as presented.

**MOTION: Lauryn Knox SECOND: Jenny Coelho MOTION CARRIED
UNANIMOUSLY**

G.5. DKF Risk Control Services Update

Marcus Beverly provided a review of the DKF work plan included in the agenda.

G.6.a. SCORE Property Renewal Proposal



Marcus Beverly provided a review of the SCORE APIP 20-21 Proposal and indicated the total Limit has decreased from \$1B to \$500M. A communicable disease and cyber exclusions have been added.

A motion was made to approve the 20-21 APIP Property Proposal as presented and provide Steve Baker authority to sign the binding forms on behalf of SCORE.

MOTION: Roger Carroll

SECOND: Kathy LeBlanc

**MOTION CARRIED
UNANIMOUSLY**

G.6.b. Flood Coverage Offering Special Notice

Marcus Beverly noted that members were recently sent a Flood Coverage Offering to determine if any SCORE members were interested in seeking flood coverage. After a brief discussion it was generally agreed to decline the coverage.

A motion was made to decline Flood Coverage and provide Steve Baker authority to sign the binding forms on behalf of SCORE.

MOTION: Wes Heathcock

SECOND: Roger Carroll

**MOTION CARRIED
UNANIMOUSLY**

G.6.c. Excess Cyber Coverage Options

Marcus Beverly provided a review of the Excess Cyber Coverage options and after a general discussion the board did not want to bind coverage.

G.6.d. Deadly Weapons Response Program

Marcus Beverly provided a review of the Deadly Weapons Response Program and after a general discussion the board did not want to bind coverage.

G.6.e. APIP Claims Reporting Acknowledgements

A motion was made to approve the SCORE President Steve Baker authority to sign the binding forms on behalf of SCORE.

MOTION: Roger Carroll

SECOND: Lauren Knox

**MOTION CARRIED
UNANIMOUSLY**

G.7.a. Liability MOC Approval

A motion was made to approve the Liability MOC with the option to review and leave the option open



MOTION: Roger Carroll

SECOND: Kathy LeBlanc

**MOTION CARRIED
UNANIMOUSLY**

G.7.b. Workers' Compensation MOC Approval

A motion was made to accept the Workers' Compensation MOC as presented.

MOTION: Jenny Coelho

SECOND: Kyle Knopp

**MOTION CARRIED
UNANIMOUSLY**

G.8.a. Adoption of the FY 20/21 Program Budget – Liability

It was noted that the Board has previously seen this budget but it included Fort Jones which has now been removed from the calculation.

A motion was made to approve page 286 as presented for all programs.

MOTION: Kyle Knopp

SECOND: Roger Carroll

**MOTION CARRIED
UNANIMOUSLY**

G.8.b. Adoption of the FY 20/21 Program Budget - WC

The motion for this item was included in G.8.a.

G.9. Long Range Planning Meeting Topics

It was suggested that we review the potential reasons why people leave the pool.

G.10. ERMA Coverage Restriction – Training Requirements

Marcus Beverly noted that ERMA recently sent out a notification on a restriction on coverage as it relates to meeting training requirements. It was noted that the member must provide documentation evidencing mandated sexual harassment training has been completed or they will have their retained limit increased by 100% for submitted claim.

H. TOWN HALL OPEN DISCUSSION ON MEMBER ISSUES

It was noted that the start of the next meeting may be early and members will be notified.

I. INFORMATION ITEMS

There was no discussion.



J. CLOSING COMMENTS

It was noted there will be no CAJPA Conference this year.

K. AJOURNMENT

The meeting was adjourned at 12:07 P.M.

NEXT MEETING DATE: August 28, 2020 Teleconference

Respectfully Submitted,



John Duckett, Secretary

Date

9/23/2020