



**VECTOR CONTROL JOINT POWERS AGENCY
BOARD OF DIRECTORS MEETING
AGENDA**

**Wednesday, June 3, 2020
10:00 a.m.**

This meeting will be held using the WebEx platform.

To join the meeting, please follow the instructions below:

- Click on the following link: (For best results, use Google Chrome as your browser.)
- <https://sedgwick.webex.com/sedgwick/j.php?MTID=m9e72581b7723fd224fe9203e5b0ed481>
- Click on “**Join by browser**” or by the **WebEx Application**
- Click on “**Join meeting**”
- Call In using the number provided on your screen
- Enter the **Access code and Attendee ID** when prompted

Audio Only: If you do not have internet access, you may join by phone by using the following information:

- +1 (415) 655-0001 US Toll
- Access code: 160 574 8733

This meeting will be conducted by teleconference in accordance with the State of California Executive Order N-29-20.

Members of the public may participate in the meeting via WebEx or may listen to the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment. Public comments may be submitted in advance of the meeting by emailing Katie Achterberg at katie.achterberg@sedgwick.com no later than 5 p.m. on Tuesday, June 2, 2020. If a member of the public would like to address the Board during the meeting, the person may email Ms. Achterberg during the meeting and, if timely received, Ms. Achterberg will read or summarize the email to the directors.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Katie Achterberg at (916) 290-4624 or katie.achterberg@sedgwick.com. Requests must be made as early as possible, and preferably at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the VCJPA Board less than 72 hours prior to a regular meeting will be available for public inspection. Please contact Katie Achterberg at (916) 290-4624 or katie.achterberg@sedgwick.com.

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- 1. CALL TO ORDER**
- 2. INTRODUCTIONS/ROLL CALL**

3. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

- 4. PUBLIC COMMENTS** – This time is reserved for members of the public to address the Board relative to matters of the Vector Control Joint Powers Agency not on the agenda. Members of the public may submit comments by email in advance of the meeting by emailing Katie Achterberg at katie.achterberg@sedgwick.com no later than 5 p.m. on Tuesday, June 2, 2020. If a member of the public would like to address the Board during the meeting, the person may email Ms. Achterberg during the meeting and, if timely received, Ms. Achterberg will read or summarize the email to the directors. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

5. CONSENT CALENDAR

If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 6** *A. Minutes of the April 22, 2020, Board of Directors Meeting
- 15** *B. General Warrants from April 1, 2020 – May 22, 2020
- 16** *C. Liability Check Register from April 1, 2020 – May 22, 2020
- 17** *D. Treasurer’s Report at March 31, 2020
- 42** *E. Internal Financial Statements at March 31, 2020, Including Member Contingency Fund Balance
- 46** *F. Liability Claims Paid Listing for the Quarter Ended March 31, 2020
- 47** *G. Workers’ Compensation Claims Paid Listing for the Quarter Ended March 31, 2020
- 48** *H. PFM Investment Performance Review for the Quarter Ended March 31, 2020
- 86** *I. Strategic Goals and Action Plan as of June 2020
- 89** *J. CARMA E-brief with Summary of Action Items from the April 8, 2020, Board of Directors Meeting
- 90** *K. ERMA Summary of Action Items from the April 28, 2020, Board of Directors Meeting
- 91** *L. ERMA Loss Run as of April 30, 2020
- 92** *M. LAWCX Summary of Action Items from the April 21, 2020, Executive Committee Meeting
- 95** *N. Pooled Workers’ Compensation Program Memorandum of Coverage for the 2020/21 Program Year
- 104** *O. Pooled Property Program Memorandum of Coverage for the 2020/21 Program Year

Recommendation: Approval of the Consent Calendar

6. POOLED WORKERS’ COMPENSATION PROGRAM

- 110** *A. Report by Claims Administrator (AIMS)
Recommendation: None
- 112** *B. Report by Tammy Vitali, Workers’ Compensation Program Manager
Recommendation: None

- 7. POOLED LIABILITY PROGRAM**
- 116 A. Verbal Report by Will Portello, Litigation Manager
- 116 *B. California Affiliated Risk Management Authorities (CARMA) Dividend
Recommendation: Staff recommends receipt of the net dividend via check and contributing the dividend to the VCJPA's Pooled Liability Program Mid-Layer Pool.
- 121 *C. Employment Risk Management Authority (ERMA) Dividend
Recommendation: Staff recommends receipt of the dividend via check and considering it in concert with the next annual retrospective adjustment calculation.
- 125 *D. Pooled Liability Program Memorandum of Coverage for the 2020/21 Program Year
Recommendation: Staff recommends the Board adopt the Pooled Liability Program Memorandum of Coverage for the 2020/21 program year as proposed.
- 8. POOLED PROPERTY PROGRAM**
- 148 *A. Selection of Property Appraisal Firm
Recommendation: Staff recommends the Board select a property appraisal firm to conduct property appraisals for member districts' properties valued under \$5 million in the 2020/21 program year.
- 9. POOLED AUTO PHYSICAL DAMAGE PROGRAM**
- 151 *A. Pooled Auto Physical Damage Program Memorandum of Coverage for the 2020/21 Program Year
Recommendation: Staff recommends the Board of Directors adopt the Pooled Auto Physical Damage Program Memorandum of Coverage for the 2020/21 program year as proposed.
- 10. SAFETY AND RISK CONTROL PROGRAM**
- 164 *A. Member Services Report of Safety and Risk Control Activities for the Period of July 1, 2019 – May 20, 2020
Recommendation: None - information only.
- 11. ADMINISTRATIVE MATTERS**
- 171 *A. Proposed Amendments to the Bylaws
Recommendation: Staff recommends the Board adopt the Bylaws as amended.
- 198 *B. Update Regarding 2020/21 Renewals for Alliant Property Insurance Program, Alliant Crime Insurance Program, Alliant Deadly Weapon Response Program, Business Travel Accident Coverage, and Employee Assistance Program
Recommendation: None
- 201 C. Proposed Board of Directors Meeting Dates for the 2020/21 Program Year
Recommendation: Staff recommends the Board approve the proposed meeting dates for the 2020/21 program year.

12. FINANCIAL MATTERS

- 202 *A. Consideration of the Proposed Operating Budget for the 2020/21 Program Year
Recommendation: Staff recommends the Board adopt the operating budget for the 2020/21 program year and authorize staff to make adjustments upon receipt of final costs.

13. BOARD OF DIRECTORS MATTERS

- 224 *A. Appointment of Trustee Representative for the San Joaquin and Southern California Regions, and Alternate Trustee Representative for All Regions.
Recommendation: Staff recommends the Board appoint Bruce Taylor as the Trustee Representative for the San Joaquin and Southern California Regions and Kristi Lawrence as the Alternate Trustee Representative for the term of July 1, 2020, through June 30, 2022.
- 227 B. Report Regarding Board of Directors Appointed by Regions for Upcoming Term
Recommendation: None

228 14. AFFIRMATION, ELECTION, AND APPOINTMENT OF OFFICERS

- A. Affirmation of President and 1st Vice President
B. Nomination and Election of 2nd Vice President
C. Appointment of Treasurer
Recommendation: Staff recommends the Board affirm, elect, and appoint the officers for the 2020/21 program year.

15 CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

- A. Board
B. Staff

16. ADJOURNMENT

NOTICES:

Upcoming meetings:

- The next VCJPA Executive Committee meeting will be held on Monday, October 12, 2020, via teleconference.
- The next LAWCX Board of Directors meeting will be held on Tuesday, June 2, 2020, via Webex/Teleconference. The VCJPA's representative to the LAWCX Board is Andy Cox, Tehama County MVCD, and the Alternate is Wes Maffei, Napa County MAD.
- The next ERMA Board of Directors meeting will be held on Tuesday, June 9, 2020, via Webex. The VCJPA's representative to the ERMA Board is Truc Dever, Greater LA County VCD, and the Alternate is Jamie Scott, Lake County VCD.
- The next CARMA Board of Directors meeting will be held on Wednesday, June 10, 2020, via Webex. The VCJPA's representative to the CARMA Board is Gary Goodman, Sacramento-Yolo MVCD, and the Alternate is Tamara Davis, Marin-Sonoma MVCD.

*Reference materials enclosed