



**AGENDA**

**SELF-INSURANCE RISK MANAGEMENT AUTHORITY II  
FOR LIABILITY & PROPERTY**

**BOARD MEETING**

**JULY 23, 2024**

**11:00 A.M.**

**EXECUTIVE COMMITTEE MEETING**

**JULY 23, 2024**

**11:05 A.M.**

**SULPHUR SPRINGS UNION SCHOOL DISTRICT**

**BOARDROOM**

**27000 WEYERHAEUSER WAY**

**SANTA CLARITA, CA 91351**

**661-252-5131**

**I. CALL TO ORDER**

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**II. ROLL CALL**

**OFFICERS:**

SULPHUR SPRINGS UNION SCHOOL DISTRICT

Dr. Josh Randall, President

*Vacant*, Vice President

LANCASTER SCHOOL DISTRICT

Danielle Gates, Secretary

EASTSIDE UNION SCHOOL DISTRICT

Daryl Bell, Treasurer

**MEMBERS:**

ACTON-AGUA DULCE UNIFIED SCHOOL DISTRICT

*Vacant*

ANTELOPE VALLEY SCHOOLS' TRANSPORTATION AGENCY

Morris Fuselier, III,

Executive Committee

GORMAN JOINT SCHOOL DISTRICT

Denise Saenz,

Executive Committee

HUGHES-ELIZABETH LAKES UNION SCHOOL DISTRICT

Susan Denton

KEPPEL UNION SCHOOL DISTRICT

Priya Darbari

SAUGUS UNION SCHOOL DISTRICT

Dr. Jennifer Stevenson

**MANAGER:**

Keenan & Associates

SETECH (a division of Keenan & Associates)  
Loss Control

Susan Langston  
Johnna Randazzo  
Trisha Pond  
Adriana Canez  
Sam Mel-Chan  
Donovan Jackson

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**III. APPROVAL OF AGENDA**

**ACTION**  
**2024/2025-001**  
**Page 1**

The Authority retains the right to change the order in which agenda items are discussed. Subject to review by the Authority, the agenda is to be approved as presented. Items may be deleted or added for discussion only according to Government Code Section 54954.2.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**IV. PUBLIC COMMENTS**

**INFORMATION**  
**2024/2025-002**  
**Page 2**

Members of the community wishing to address the Authority about items on the agenda or items not on the agenda may do so.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**V. APPROVAL OF CONSENT AGENDA**

**ACTION**  
**2024/2025-003**  
**Pages 3-113**

The Authority will review the items listed on the Consent Agenda for any adjustments and adoption or ratification.

- A) Minutes – Board of Directors Meeting – May 21, 2024
- B) Accident Med-Pay Program Update
- C) Electronic Data Processing Program Update
- D) Investment Report
- E) Final Financial Audit
- F) Final Contribution Spreadsheet
- G) Revised 2024/2025 Budget
- H) Directors & Officers Policy
- I) Actuarial Study Policy
- J) Authorization of Payments Policy
- K) Capital Target and Member Equity Distribution Policy
- L) Claims Audit Policy
- M) Claims Dispute Resolution Policy
- N) Claims Settlement Authority Policy
- O) Conflict of Interest Code Policy
- P) Electronic Data Processing Claim Payment Program Policy

- Q) Indemnification of Members Policy
- R) Investment Policy
- S) Non-Claim Related Resolution Policy
- T) Payment of Contributions Policy
- U) Payment of Other Coverages Deductible Policy
- V) Professional Development Policy
- W) Public Comments Policy
- X) Public Records Request Fund Policy
- Y) Records Retention & Destruction Policies
- Z) Safety Credit Policy
- AA) Underwriting and New Membership Policy

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**VI. CORRESPONDENCE**

**INFORMATION**

2024/2025-004

Page 114

Correspondence will be presented and reviewed by the Authority. No action may be taken in response; only referred for action on subsequent agenda.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**VII. FINANCIAL**

**TREASURER’S REPORT FOR THE QUARTER ENDED JUNE 30, 2024**

**ACTION**

2024/2025-005

Pages 115-154

The Authority will review the Treasurer’s Report for the quarter ending June 30, 2024 approval.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**2024/2025 CASH FLOW REPORT**

**ACTION**

2024/2025-006

Pages 155-156

The Authority will review the 2024/2025 Cash Flow Report for action.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**VIII. CLAIMS**

**CLOSED SESSION**

**ACTION**

2024/2025-007

Page 157

As authorized by Government Code Section 54956.9, the Authority is empowered to conduct a closed session to discuss and consider matters pertaining to litigation and claim settlement.

CLAIM #	DISTRICT NAME	PLAINTIFF
616358	Lancaster School District	Jane Doe

**OPEN SESSION**

The President of the Authority will report out on any reportable action taken while in closed session.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**PROPERTY CLAIM SETTLEMENT AUTHORIZATION REQUEST**

**ACTION**  
**2024/2025-008**  
**Page 158**

The Authority will review the following property claim settlement request for action.

CLAIM #	DISTRICT NAME
	None

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**IX. ADMINISTRATION**

**ELECTION OF OFFICER**

**ACTION**  
**2024/2025-009**  
**Page 159**

The Authority will elect a replacement Vice President for the remainder of the two-year term that began July 1, 2023 through June 30, 2025 for action.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**2024/2025 ADMINISTRATIVE GUIDE**

**ACTION**  
**2024/2025-010**  
**Page 160-173**

The Authority will review the 2024/2025 Administrative Guide for action.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**CAJPA ACCREDITATION APPLICATION**

**ACTION**  
**2024/2025-011**  
**Page 174-182**

The Authority will review the CAJPA Accreditation Application for action.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**SOUTHERN CALIFORNIA REGIONAL LIABILITY EXCESS FUND  
(SCR) UPDATE**

**ACTION**  
**2024/2025-012**  
**Pages 183-185**

The SCR Representative and the Manager will update the Authority on the latest developments of Southern California ReLiEF and the Authority will appoint a replacement Alternative Representative for action.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**X. RISK MANAGEMENT**

**LOSS ANALYSIS**

**INFORMATION**  
**2024/2025-013**  
**Pages 186-203**

An overview of JPA losses will be presented including frequency, severity and comparisons to the Authority's prior year claims for information.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**PROFESSIONAL DEVELOPMENT UPDATE**

**INFORMATION**  
**2024/2025-014**  
**Page 204**

The Members and Manager will report out on recent conferences for information.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

**ARTICLES OF INTEREST/LEGISLATIVE UPDATE**

**INFORMATION**  
**2024/2025-015**  
**Pages 205-227**

The Authority will discuss current risk management articles and legislative updates.

PUBLIC COMMENTS

BOARD/COMMITTEE CONSIDERATION

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**XI. INFORMATION**

**MEMBER COMMENTS**

Each member may report about various matters involving the Authority. There will be no Authority discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

**MANAGER COMMENTS**

The Manager will report to the Authority about various matters involving the Authority. There will be no Authority discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

## OTHER COMMENTS

The public may address the Authority on any matter pertaining to the Agency that is not on the agenda. The President reserves the right to limit the time of presentations by individual or topic.

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## XII. AGENDA ITEMS NEXT MEETING

The next meeting will be the regular Board Meeting on September 24, 2024 at 11:00AM via video conference. Members and others may suggest items for consideration at the next meeting; regularly scheduled agenda items for the meeting are:

- Minutes
- Accident Med-Pay Update
- Electronic Data Processing Update
- Financial Management Report
- Financial Audit
- Claim Settlements
- Ratification of Closed Claims
- So Cal ReLiEF Update
- Accident Med-Pay Policy
- Data Security and Recovery Policy
- CAJPA Accreditation Update
- Loss Analysis
- Professional Development Update
- Articles of Interest/Legislative Update

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## XIII. ADJOURNMENT

### Americans with Disabilities Act:

SIRMA II conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modifications or accommodation, in order to participate in a public meeting of the SIRMA II JPA, shall be made to: Trisha Pond, Account Manager, Keenan & Associates, 2355 Crenshaw Blvd, Suite 200, Torrance, CA 90501, 310.212.3344.