



Yolo County Public Agency Risk Management Insurance Authority

BOARD MEETING MINUTES December 14, 2023

The meeting of the Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA) was held on December 14, 2023, via teleconference in accordance with the Brown Act.

BOARD MEMBERS PRESENT: Kimberly McKinney (*Vice President, City of Woodland*), Christopher Bensch (*City of Davis*), Liane Lee (*City of West Sacramento*), Cathy Mathews (*City of Winters*), Philip Pogledich (*County of Yolo, arrived during Closed Session*), Rebecca Spiva (*Esparto USD*)

BOARD MEMBERS ABSENT: none.

OTHERS PRESENT: Barbara Lubben (*YCPARMIA Executive Director*), Lily Viek (*YCPARMIA Program and Services Administrator*), Nicole Jackson (*YCPARMIA Administrative Assistant*), Kellie Murphy (*Board Counsel*)

1. CALL TO ORDER

Vice President Kimberly McKinney called the meeting to order at 9:01 am.

2. APPROVAL OF AGENDA

Rebecca Spiva moved to approve the agenda; seconded by Christopher Bensch. A roll call vote was taken. Bensch, Lee, Mathews, McKinney and Spiva voted yes; Pogledich absent. Motion passed.

3. PUBLIC COMMENTS

None.

4. CLOSED SESSION

A. Discussion of Open Litigated Claims (Government Code Section 54956.95)
2017052A Barrera v. Woodland

2023055 Perez v. County of Yolo, et al.

B. Conference with Labor Negotiator (Government Code § 54957.6)

Designated Representative: Barbara Lubben, Executive Director

Titles: Administrative Assistant, Administrative and Claims Analyst, Claims Administrator, Finance Officer, Loss Prevention Analyst, Program and Services Administrator, Workers' Compensation/Wellness Nurse

C. Public Employment/Public Employee Performance Evaluation (Government Code § 54957(b)(1))

Titles: Administrative Assistant, Administrative and Claims Analyst, Claims Administrator, Finance Officer, Loss Prevention Analyst, Program and Services Administrator, Workers' Compensation/Wellness Nurse

The Board adjourned to Closed Session from 9:03 a.m. to 9:59 a.m.

No reportable action was taken by the Board.

5. COMMUNICATIONS

A. Board Members

The Board provided updates regarding COVID cases and negotiations, and discussed pre-employment marijuana drug testing.

B. Executive Director

Executive Director Barbara Lubben provided a brief update to the Board on her priorities over the next six months, staff updates, financial operations, and upcoming board and staff conferences and meetings.

6. CONSENT CALENDAR

A. Approval of October 26, 2023 Minutes

Christopher Bensch moved to approve the Minutes of the October 26, 2023 Board Meeting; seconded by Philip Pogledich. A roll call vote was taken. Motion passed unanimously.

7. ACTION ITEM

A. Approve Salary Adjustments

At our October 26, 2023 Board Meeting, the Board requested that a 3.5% general increase be granted to all positions except the Loss Prevention Analyst, which was already at or above current market rates, retroactive to July 1, 2023. A formal action was presented in open session to implement this change.

Philip Pogledich moved to approve the 3.5% salary adjustment to all positions except the Loss Prevention Analyst; seconded by Liane Lee. A roll call vote was taken. Motion passed unanimously.

B. Resolution 2023-03

The resolution authorizes the Executive Director to submit a Notice of Withdrawal from the California Joint Powers Risk Management Authority (CJPRMA) JPA by December 31, 2023.

Philip Pogledich moved to approve Resolution 2023-03; seconded by Christopher Bensch. A roll call vote was taken. Motion passed unanimously.

8. INFORMATION ITEMS

A. Next Meeting

The next regularly scheduled YCPARMIA Board Meeting will be held in-person at the YCPARMIA Office on January 25, 2024 at 9 am.

9. ADJOURNMENT

The December 14, 2023 YCPARMIA Board Meeting adjourned at 10:34 by general consent.

Respectfully submitted,

A handwritten signature in black ink that reads "Nicole Jackson". The signature is written in a cursive style with a long, sweeping underline.

Nicole Jackson
Administrative Assistant, YCPARMIA