

INTRODUCTION TO YOLO COUNTY PUBLIC AGENCY RISK MANAGEMENT INSURANCE AUTHORITY

This manual is provided to Board Members and member entities in order to introduce them to the operations of Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA). YCPARMIA's staff has attempted to supply sufficient information to allow Members to become familiar, in a concise, clear manner, with the operations of the agency.

From time to time, Members will receive amendments and additions/deletions to the manual.

The current voting Members making up the Board of Directors are:

Agency

County of Yolo (1979)
City of Woodland (1979)
City of Davis (1979)
City of Winters (1979)
Esparto School District (1979)
City of West Sacramento (1985)

The current Associate (Non-Voting) Members are:

Agency

YCPARMIA (1979)
Yolo-Solano Air Quality Management District (1985)
Yolo Emergency Communications Agency (1988)
Capay Fire Protection District (1986)
Springlake Fire Protection District (1983)
East Davis County Fire Protection District (1997)
California Superior Courts, County of Yolo (1999)
No Man's Land Fire Protection District (2000)
Yolo County Law Library (2001)
Yolo County In-Home Supportive Services Public Authority (2002)
Yolo County LAFCO (2003)
Davis Cemetery District (2003)
Madison Fire District (2003)
Yolo Habitat Conservancy JPA (2003)
Winters Cemetery District (2003)
Dunnigan Fire Protection District (2004)
Cottonwood Cemetery District (2005)
Clarksburg Fire Protection District (2005)
Sacramento-Yolo Port District (2006)
Winters Fire Protection District (2006)
Madison Community Service District (2008)
Woodland-Davis Clean Water Agency (2009)
Willow Oak Fire Protection District (2016)
West Plainfield Fire Protection District (2016)
Esparto Fire Protection District (2017)
Valley Clean Energy Alliance JPA (2017)

MEMBERS

BOARD MEMBER	ALTERNATE BOARD MEMBER
Jill Cook Deputy County Administrator County of Yolo 625 Court St. Woodland, CA 95695 Jill.Cook@yolocounty.org (530) 666-8699	Alberto Lara HR Director County of Yolo 120 W. Main St., Room 104 Woodland, CA 95695 alara@yolocounty.org (530) 666-8149
Crystal Zaragoza HR Manager City of Winters 318 First Street Winters, CA 95694 crystal.zaragoza@cityofwinters.org (530) 795-4910 ext 101	John Donlevy City Manager City of Winters 318 First Street Winters, CA 95694 john.donlevy@cityofwinters.org (530) 795-4910 ext 110
Kryss Rankin City Clerk City of West Sacramento 1110 West Capitol Ave. West Sacramento, CA 95691 kryssr@cityofwestsacramento.org (916) 617-4528	Liane Lee HR Manager City of West Sacramento 1110 West Capitol Ave. West Sacramento, CA 95691 lianel@cityofwestsacramento.org (916) 617-4510
Sheila McShane HR Manager City of Woodland 300 First Street Woodland, CA 95695 Sheila.McShane@cityofwoodland.org (530) 661-5807	Kim McKinney Finance Officer City of Woodland 300 First Street Woodland, CA 95695 Kim.McKinney@cityofwoodland.org (530) 661-5849
Janet Emmett HR Director City of Davis 23 Russell Blvd. Suite 4 Davis, CA 95616 JEmmett@cityofdavis.org (530) 757-5644	Christopher Bensch HR Analyst City of Davis 23 Russell Blvd. Suite 4 Davis, CA 95616 cbensch@cityofdavis.org (530) 757-5644
Rebecca Spiva Chief Business Official Esparto Unified School District 26675 Plainfield St. Esparto, CA 95627 rebecca.spiva@espartok12.org (530) 787-3446	Leah Smith Controller Esparto Unified School District 26675 Plainfield St. Esparto, CA 95627 leah.smith@espartok12.org (530) 787-3446

ASSOCIATE MEMBERS

<p>Mat Ehrhardt Yolo-Solano Air Quality Management District 1947 Galileo Ct. Suite 103 Davis, CA 95618 mehrhhardt@ysaqmd.org (530) 757-3650</p>	<p>Richard Bagby Clarksburg Fire Protection District P.O. Box 513 Clarksburg, CA 95612 rbagby@citlink.net (916) 744-1700</p>	<p>(530) 666-6408 Sherrill Jenkins Dunnigan Fire Protection District P.O. Box 213 Dunnigan, CA 95937 enkinsjay@sbcglobal.net (530) 724-3515</p>
<p>Dena Humphrey Yolo Emergency Communications Agency (YECA) 35 N. Cottonwood Woodland, CA 95695 dhumphrey@yeca911.org (530) 666-8900</p>	<p>Brad Lopez Winters Fire Protection District 700 Main Street Winters, CA 95694 Brad.lopez@wintersfire.org (530) 795-4131</p>	<p>Rick Toft Sacramento-Yolo Port District 1110 West Capitol Ave., 3rd Floor West Sacramento, CA 95691 RickT@cityofwestsacramento.org (916) 617-4880</p>
<p>Sydney Cunningham Capay Valley Fire Protection District P.O. Box 6 Brooks, CA 95606 cvfpdistrict@outlook.com (530) 796-0728</p>	<p>Kim Britt In-Home Supportive Services Public Authority 25 N. Cottonwood Woodland, CA 95695 kim.britt@yolocounty.org (530) 661-2950</p>	<p>Leo Refsland Madison Community Service District P.O. Box 40 Madison, CA 95653 leo@madisoncsd.org (530) 666-2888</p>
<p>Jeran Ulrich Springlake Fire Protection District 1000 Lincoln Ave Woodland, CA 95695 jeran.ulrich@cityofwoodland.org (530) 661-5875</p>	<p>Christine M. Crawford Yolo County LAFCO 625 Court St. Room 203 Woodland, CA 95695 christine.crawford@yolocounty.org (530) 666-8048</p>	<p>Tim Busch Woodland-Davis Clean Water Agency 855 CR102 Woodland, CA 95776 Tim.busch@cityofwoodland.org (530) 661-5962</p>
<p>Michael McMahan East Davis County Fire Protection District 27441 Willowbank Rd. Davis, CA 95618 mikejm@gene.com (916) 397-1628</p>	<p>Jessica Potts Davis Cemetery District 820 Pole Line Rd. Davis, CA 95618 jess@daviscemetery.org (530) 756-7807</p>	<p>William Heins West Plainfield Fire Protection District 24901 Co. Rd 95 Davis, CA 95616 whains@westplainfieldfire.com (530)756-0212</p>
<p>Rocio Vega Yolo Courts 1000 Main Street Woodland, CA 95695 rvega@yolo.courts.ca.gov (530) 406-6838</p>	<p>Paul Green Madison Fire District P.O. Box 12 Madison, CA 95653 ycstation17@att.net (530) 662-5745</p>	<p>Marcus Klinkhammer Willow Oak Fire Protection District 18111 Co. Rd. 94B Woodland, CA 95695 ffklinkhammer@gmail.com (530) 662-0781</p>
<p>Marc Rotteveel No Man's Land Fire Protection District 530 Fifth Street Davis, CA 95616 MRotteveel@cityofdavis.org (530) 757-8263</p>	<p>Shawna Stevens Yolo Habitat Conservancy JPA 611 North St Woodland, CA 95695 shawna.stevens@yolocounty.org (530) 723-5504</p>	<p>Pamela Pearson Esparto Fire Protection District P.O. Box 366 Esparto, CA 95627 Station19@espartofire.org (530) 787-3300</p>
<p>Stephanie Chavez Yolo Law Library 204 Fourth St. Suite A Woodland, CA 95695 Stephanie.chavez@yolocounty.org (530) 666-8918</p>	<p>Sheila Carbahall Winters Cemetery District P.O. Box 402 Winters, CA 95694 wcd415@sbcglobal.net (530) 795-2475</p>	<p>Lisa Limcaco Valley Clean Energy Alliance JPA 604 2nd St Davis, CA 95616 lisa.limcaco@valleycleanenergy.org (530) 757-5610</p>
<p>John Regelbrugge Cottonwood Cemetery District P.O. Box 617 Esparto, CA 95627</p>		

The current staff of YCPARMIA is:

Armond Sarkis	CEO/Risk Manager	asarkis@ycparmia.org
Lily Viek	Administrative Assistant	lviek@ycparmia.org
Tom McGuire	Loss Prevention Analyst	tmcguire@ycparmia.org
Holly Lyon	Financial Analyst	hlyon@ycparmia.org
David Due	Staff Investigator	ddue@ycparmia.org
Elizabeth Griswold	Administrative and Claims Analyst	egriswold@ycparmia.org

<p><u>General Counsel</u> <i>Kellie Murphy, Esq.</i> <i>Johnson Schachter & Lewis</i> <i>2180 Harvard Street, Suite 560</i> <i>Sacramento, CA 95815</i> <i>(916) 921-5800</i></p>	<p><u>Actuary</u> <i>Aon</i> <i>100 Bayview Circle, Suite 100</i> <i>Newport Beach, CA 92660</i> <i>(949) 608-6332</i></p>
<p><u>Auditor</u> <i>Crowe LLP</i> <i>400 Capitol Mall, Suite 1200</i> <i>Sacramento, CA 95814</i> <i>(916) 441-1000</i></p>	<p><u>Treasurer</u> <i>Chad Rinde</i> <i>County of Yolo, Treasurer/Tax Collector</i> <i>625 Court Street</i> <i>Woodland, CA 95695</i> <i>(530) 666-8625</i></p>

Yolo County Public Agency Risk
Management Insurance Authority
77 W. Lincoln Ave.
Woodland, CA 95695
(530) 666-4456 Fax (530) 666-4491
Website - www.ycparmia.org

YOLO COUNTY PUBLIC AGENCY RISK MANAGEMENT INSURANCE AUTHORITY

MISSION STATEMENT

To protect the members' resources from the impact of loss through a program of insurance coverage, prevention, education, training, and service.

OBJECTIVES

- Assess and address the needs of the members;
- Provide the most cost effective insurance coverage available;
- Provide the most relevant training and education;
- Maintain the organizational strength of YCPARMIA;
- Provide responsive and comprehensive risk management services.

HISTORY OF
YOLO COUNTY PUBLIC AGENCY
RISK MANAGEMENT INSURANCE AUTHORITY

Prior to implementation of the YCPARMIA self-insurance program on March 1, 1979, each agency purchased its own insurance. To one degree or another, insurance-related services such as loss prevention, claims and loss record keeping were supplied by the insurance companies. The pooling program substitutes a collective approach to loss funding and servicing for the previous programs.

The administrative entity through which this is accomplished is a separate legal entity formed through an exercise of joint powers by the participating agencies. The name of this administrative entity is Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA). The participating agencies are the Cities of Davis, Winters, Woodland, and West Sacramento; the County of Yolo; the Esparto Unified School District; Springlake Fire Protection District; Yolo-Solano Air Quality Management District; Yolo Emergency Communications Agency; Capay Valley Fire Protection District; East Davis County Fire Protection District; California Superior Court, County of Yolo; No Man's Land Fire Protection District; Yolo County Law Library; Yolo County In-Home Supportive Services Public Authority; Yolo County LAFCO; Davis Cemetery District; Madison Fire District; Yolo Habitat Conservancy JPA; Winters Cemetery District; Dunnigan Fire Protection District; Cottonwood Cemetery District; Clarksburg Fire Protection District; Sacramento-Yolo Port District; Winters Fire Protection District, Madison Community Service District, Woodland-Davis Clean Water Agency, Willow Oak Fire Protection District, West Plainfield Fire Protection District, Esparto Fire Protection District and Valley Clean Energy Alliance JPA. The Cities of Davis, Winters, Woodland, West Sacramento; the County of Yolo and Esparto Unified School District are the voting members of the Board of Directors.

The annual "premium" charged each agency is:

- 1) Designed to reflect the risk exposure of each participating agency, and
- 2) Modified to reflect the actual losses paid by the pool on behalf of each participating agency.

Thus, equity is achieved to the greatest extent possible. The annual premium charged to each participating agency consists of its pro-rata share of:

- 1) Excess insurance premium,
- 2) Charge for the pooled risk (or losses), recognizing the deductible selected,
- 3) Claims adjusting and legal costs, and

- 4) Administrative and other costs to operate the Authority.

Claims administration services are contracted with outside third party administrators for the adjustment of all losses. Loss record keeping services are provided by the third party administrators in the form of computerized loss runs supplied monthly to Yolo County Public Agency Risk Management Insurance Authority.

Under the pooling program, losses are funded in the following manner:

- 1) Each participating agency assumes a deductible to a level commensurate with its financial size. However, the minimum deductible is \$1,000.
- 2) A self-insurance fund is created and funded by all participating agencies at the "YCPARMIA Level".
- 3) Excess insurance is purchased by YCPARMIA for all catastrophic losses under all coverage lines, or obtained through membership in Public Entity Joint Power Authoritys. At this level coverage can be provided by pooled funding, reinsurance or the purchase of excess insurance.



Trusted Leadership
for California's Public
Risk Sharing Pools

*It is the purpose of this organization to give professional recognition
to properly qualified self-insurance pools.*

*THEREFORE, the Board of Directors of the
California Association of Joint Powers Authorities,
has conferred upon*

Yolo County Public Agency Risk Management Authority

this

CERTIFICATE OF ACCREDITATION WITH EXCELLENCE

having fulfilled the conditions of eligibility as prescribed by the Association for Accreditation.



Accreditation Period: April 7, 2018 to April 7, 2021

David Clovis
President

Michael Fleming
Chairman, Accreditation Committee

James P. Marta
Accreditation Program Manager

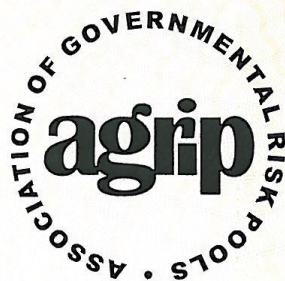
The Board Of Directors Of The
Association of Governmental Risk Pools
Is Pleased to Grant Recognition To



Halo County Public Agency
Risk Management Insurance Authority



Such Recognition is
Granted Only After A
Rigorous Review Of
Documentation Submitted To
Show Compliance With The
AGRIP Advisory Standards



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