

**EXECUTIVE COMMITTEE MEETING**  
1911 San Miguel Drive, Suite 200  
Walnut Creek, CA 94596

January 25, 2023, at 12:00 p.m.

**MINUTES**

**EXECUTIVE COMMITTEE**

**MEMBERS PRESENT**

Sukari Beshears, President, City of Brentwood  
Mike Chandler, Vice President, City of Martinez  
Tim Przybyla, Treasurer, EC Member-at-Large, Treasurer, City of  
Oakley *(joined at 12:45 p.m.)*  
Charles Ching, EC Member-at-Large, City of San Pablo

**EXECUTIVE COMMITTEE**

**MEMBERS ABSENT**

Tracy Robinson, Ex-Officio, City of Lafayette

**OTHERS PRESENT**

Linda Cox, Chief Administrative Officer  
Frank Williamson, Finance Manager  
Erwin Chang, General Liability Manager  
Jasmin Intravaia, Administrative Assistant  
Melene Doty, General Liability Claims Adjuster  
*(joined at 12:40 p.m. by telephone)*

**I. CALL TO ORDER**

*Vice President, Sukari Beshears, called the meeting to order at 12:11 pm.*

**II. INTRODUCTIONS/ROLL CALL**

*Roll call conducted by Linda Cox, Board Secretary.*

**III. APPROVAL OF THE AGENDA AS POSTED**

*Mike Chandler moved, seconded by Charles Ching, to approve the agenda as posted. A roll call for the vote was conducted. The motion passed with an affirmative vote by all members present.*

**IV. PUBLIC COMMENTS**

None

**V. APPROVAL OF THE CONSENT CALENDAR**

*Charles Ching moved, seconded by Mike Chandler, to approve the Consent Calendar. A roll call for the vote was conducted. The motion passed with an affirmative vote by all members present.*

**VI. ACTION ITEMS**

None

## **VII. INFORMATIONAL ITEMS**

1. CAO Annual Performance Evaluation  
*Discussion ensued and Sukari Beshears, Vice President informed the Executive Committee she would be sending out the performance evaluation survey to all Board Members.*
2. Board of Directors Officers Elections  
*Nominations from the floor were made. Mike Chandler Nominated Sukari Beshears for President and Sukari Beshears nominated Mike Chandler for Vice President.*
3. California Association of Joint Powers Authority Accreditation Report  
*Staff presented the report, discussion and congratulation took place.*

## **VIII. MPA MANAGER'S REPORTS**

4. Finance Department  
*Erwin Chang, General Liability Manager summarized the report and reminded the EC of the February 1 Risk Management Police Committee Meeting.*
5. General Liability Department  
*Frank Williamson, Finance Manager, summarized the report.*
6. Workers' Compensation Department  
*No Report*
7. Chief Administrative Officer  
*Linda Cox, CEO provided verbal updates on the Excess Insurance Market and that it was showing signs of another year of increased rates. She also discussed the increased claims volume for the General Liability Program and its impact on the staff and the potential need for increased staffing in the program.*

1:36 p.m. Executive Committee members moved to Closed Session.

## **IX. CLOSED SESSION**

1. Jennifer Fink-Carver and Janson Fink vs. Pleasant Hill

1:48 p.m. Staff resumed to Open Session

Report Out – Direction was given.

**X. ADJOURNMENT**– Meeting was adjourned at 2:11 p.m.