

BOARD OF DIRECTORS MEETING

May 11, 2023, at 10:00 a.m.

MPA Office, 1911 San Miguel Drive, Suite 100, Walnut Creek

MINUTES

BOARD MEMBERS PRESENT Sukari Beshears, Vice-President, City of Brentwood
 Mike Chandler, EC Member-at-Large, City of Martinez
 Tim Przybyla, EC Member-at-Large, Treasurer, City of Oakley
 Thomas Lloyd Smith, City of Antioch
 Ron Bernal *interim*, City of Clayton
 Karen Pinkos, City of El Cerrito
 LeeAnn McPhillips, City of Gilroy
 Eibleis Melendez, City of Hercules (*arrived at 10:14am*)
 Dawn Cortesi, City of Manteca
 Annie To, Town of Moraga
 Jennifer Brizel, City of Pittsburg
 Ericka Mitchell, City of Pleasant Hill
 Megan O'Donoghue, City of San Ramon
 Carla Hansen, City of Walnut Creek

BOARD MEMBERS ABSENT Charles Ching, City of San Pablo
 Rob Ewing, Town of Danville
 Tracy Robinson, City of Lafayette
 Doug Alessio, City of Orinda
 Irene Camarena, City of Pacifica
 Stacy Shell, City of Pinole

OTHERS PRESENT Linda Cox, Chief Administrative Officer
 Frank Williamson, Finance Manager
 Erwin Chang, General Liability Claims Manager
 Barbara Esquivel, Workers Compensation Claims Manager
 Angelique Horton, Workers Compensation Lead
 Jasmin Intravaia, Administrative Assistant
 Azalea Wylie, Office Assistant
 Dennis Mulqueaney, Alliant
 Thomas Joyce, Alliant
 Mike Harrington, Bickmore Actuary

I. INTRODUCTIONS/CALL TO ORDER/ROLL CALL

President, Sukari Beshears, called the meeting to order at 10:04 AM.

II. APPROVAL OF THE AGENDA AS POSTED

Tim Przybyla moved, seconded by Thomas Lloyd Smith, to approve the Agenda as is. The motion was passed with an affirmative vote by all members present.

III. PUBLIC COMMENT

None

IV. APPROVAL OF THE CONSENT CALENDAR

Tim Przybyla moved, seconded by LeeAnne McPhillips, to approve the Consent Calendar. The motion was passed with an affirmative vote by all members present.

V. ACTION ITEMS

1. General Liability Defense Panel Update

Member moved, seconded by Member, to approve the addition of Lewis Brisbois to the Defense Panel list. The motion was passed with an affirmative vote by all members present.

2. Renewal to the General Liability Program Memorandum of Coverage for Program Year 2023-24

Michael Chandler moved, second by Tim Przybyla, to approve the proposed changes to the General and Auto Liability Memorandum of Coverage for Program Year 2023-24. The motion was passed with an affirmative vote by all members present.

3. Hybrid Meetings

Linda Cox, Chief Administrative Officer, presented information on hybrid meetings. Linda Cox recommends that the BOD approves the Executive Committee's recommendation to include Hybrid meetings only for individual Board members in emergencies, as outlined in AB 2449 and direct staff to purchase the necessary equipment for Hybrid Meetings.

Michael Chandler moved, seconded by LeeAnne McPhillips, to amend to allow for the Brown Act and the new AB 2449 provisions and to approve the purchase of the equipment for hybrid meetings.. The motion was passed with an affirmative vote by all members present.

4. Funding the Internal Revenue Code Section 115 Pension Trust

Linda Cox, Chief Administrative Officer, and Frank Williamson, Finance Manager, presented the PARS Client Review of MPA Pension Trust.

Michael Chandler moved, seconded by Karen Pinkos, to transfer \$53,610 to the Public Agency Retirement Service (PARS) Section 115 Trust on or after July 1, 2023, and reflect the transfer in the Fiscal Year 2023-24 budget. The motion was passed with an affirmative vote by all members present.

5. Employee Assistance Program (EAP) Renewal Proposal and Utilization Report

Linda Cox, Chief Administrative Officer, and Frank Williamson, Finance Manager, presented Claremont EAP services and a proposal for renewal.

Tim Przybyla moved, seconded by Thomas Lloyd-Smith, to approve the renewal proposal with Claremont for EAP services for the period of July 1, 2023 through July 1, 2026. LeeAnn McPhillips abstained. The motion was passed with an affirmative vote by all other members present.

6. Strategic Planning Workshop Dates and Budget

Linda Cox, Chief Administrative Officer, presented the budget for the next Strategic Planning Workshop and the dates for the workshop.

LeeAnn McPhillips moved, seconded by Karen Pinkos, to approve the proposed dates of January 18-19, 2024 for the Strategic Planning Workshop, allow attendance of Alternative Board Members and Member designated staff with \$10,000 added to the Fiscal Year 2023-24 Budget. The motion was passed with an affirmative vote by all members present.

7. Auto Physical Damage Program Actuarial Report and Proposed Renewal Funding Rate

Frank Williamson, Finance Manager, and Mike Harrington, Bickmore Actuary, presented the Ex-Mod method to Members. Frank Williamson suggests bringing this topic to the Strategic Planning Workshop in January to discuss more.

Thomas Lloyd-Smith moved, seconded by Carla Hansen, to approve the Vehicle Physical Damage Program funding rate of \$.969 of \$100 of ACV for Fiscal Year 2023-24 without applying the ex-mod factor for each Member, and declare no dividend. The motion was passed with an affirmative vote by all members present.

8. Cost of Living Adjustment - December 2021 to December 2022

Linda Cox, Chief Administrative Officer, presented the CPI Bay Area Index.

Karen Pinkos moved, seconded by Michael Chandler, to approve the CPI-Bay Area cost of living adjustment to be effective July 1, 2023. The motion was passed with an affirmative vote by all members present.

9. Renewal Rate for Employers Provided Basic Life, STD, LTD, AD&D, and Supplemental Life Insurance

Frank Williamson, Finance Manager, presented the rate increase for Basic Life Insurance.

Michael Chandler moved, seconded by Sukari Beshears, to approve the Basic Life rate increase effective January 1, 2024, in the amount of 15% with no changes to the rates for STD/LTD, AD&D, and Supplemental Life, from those currently in place.. Carla Hansen and LeeAnn McPhillips abstained. The motion was passed with an affirmative vote by all other members present.

10. Staffing Reclassifications and Additions

Linda Cox, Chief Administrative Officer, presented the staffing issues MPA has.

Michael Chandler moved, seconded by Tim Przybyla, to approve the staffing changes, direct staff to continue to work with the Board President to develop the Administration Analyst and Administration Program Coordinator positions, amend the FY 2023-24 budget to reflect the additions to the salary budget and bring final adjustments and job re-classifications to the June 15, 2023 Board of Directors meeting for final approval. The motion was passed with an affirmative vote by all members present.

VI. INFORMATIONAL ITEMS

1. **Draft Spending Plan for Fiscal Year 2022-23**
2. **DRAFT Actuarial and EX-Mod Reports for Fiscal Year 2023-24**
3. **Public Safety Personnel (Cordico) Wellness Application Rates**
4. **Workers Compensation Legislation Update**
5. **Alliant Market Update**
6. **PRISM Market Update**

VII. MANAGERS' REPORTS


1. **Finance Department**
2. **General Liability Department**
3. **Workers' Compensation Department**

12:53 p.m. Board of Directors took a break and then moved to Closed Session.

VIII. CLOSED SESSION

1. **Public Employment**
Public Employee Performance Evaluation/Appointment/Dismissal/Release
 Title: MPA Chief Administrative Officer
2. **Conference With Labor Negotiator**
 Agency Designated Representatives:
 MPA Board President and Board Vice President
 Unrepresented Employee:
 MPA Chief Administrative Officer

IX. ADJOURNMENT – Meeting was adjourned at 2:14 p.m.

X 
 Linda M. Cox, Board Secretary