



**CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**October 15, 2009– 9:30 A.M.**

**Bishop Ranch Conference Center  
Bishop Ranch 3  
2623 Camino Ramon, Suite 175  
San Ramon, CA 94583**

**(925) 543-7700**

**AGENDA**

- I. CALL TO ORDER: 9:30 a.m.**
- II. ROLL CALL**
- III. PRESENTATIONS**
  - None
- IV. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS. STATE LAW PROHIBITS ACTION BY THE BOARD ON NON-AGENDA ITEMS.**
- V. COMMUNICATIONS**
  - A. Board Members**
  - B. General Manager/Secretary**
  - C. Next Scheduled Meetings: Executive Committee (11/12/2009)  
Board of Directors (12/10/2009)**
- VI. APPROVAL OF MINUTES**
  - Minutes of the Board of Director's Meeting held on June 18, 2009
- VII. CONSENT CALENDAR**
  - 1. Financial Reports of CJPRMA for the periods ending May 31 and June 30, 2009**
  - 2. Additional Covered Party Certificates Approved by the General Manager**

3. Notification of New Claims Received
4. Notification of Claims Closed
5. New Board Members/Alternates
6. Holiday Schedule for 2010

#### **VIII. ACTION CALENDER**

7. Proposed Meeting Schedule for 2010
8. 2009 Financial Audit
9. Report from Investment Manager
10. Annual Approval of Investment Policy
11. CAJPA Accreditation
12. LAIF Resolution
13. Notice of Withdrawal from Property Program from City of Santa Rosa
14. Proposed Amendment to Special Events Endorsement
15. Risk Management Issues
16. Status Update on General Manager's Goals & Objectives

#### **IX. CLOSED SESSION**

1. **Government Code Section 54956.9 (a)**  
Conference with Legal Counsel - Pending Litigation

**Name of Case:** Duffy v. City of Desert Hot Springs

**Court:** United States District Court, Central District of California, Western Division

**Case No.:** ED CV 06-00385 VBF (OPx)

2. **Government Code Section 54956.9 (a)**  
Conference with Legal Counsel - Pending Litigation

**Name of Case:** Attari v. City of Alameda

**Court:** Alameda County Superior Court

**Case No.:** RG-06-296719

3. **Government Code Section 54956.9 (a)**  
Conference with Legal Counsel - Pending Litigation

**Name of Case:** Jackson v. City of Vacaville

**Court:** Solano County Superior Court

**Case No.:** FCS 028084

4. **Government Code Section 54957**  
Public Employee Performance Evaluation

**Title:** General Manager

**X. ACTION ON CLOSED SESSION ITEMS**

**XI. ADJOURNMENT**



**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

*Accredited with Excellence from the California Association of Joint Powers Authorities*

**BOARD OF DIRECTORS MEETING**

**June 18, 2009 – 9:30 A.M.**

**Bishop Ranch Conference Center  
Bishop Ranch 3  
2623 Camino Ramon, Suite 175  
San Ramon, CA 94583**

**(925) 543-7700**

**Minutes**

**I. CALL TO ORDER:**

President Henderson called the meeting to order at 9:35 a.m.

**II. ROLL CALL**

***PRESENT***

- |  |   |
|--|---|
| 1) Bill Henderson, <i>Livermore</i>    | 8) Pamela Waterstone, <i>San Rafael</i> |
| 2) Janet Hamilton, <i>Lodi</i>         | 9) Lynne Margolies, <i>Santa Rosa</i>   |
| 3) Dixon Coulter, <i>NCCSIF</i>        | 10) Kathleen Williams, <i>Stockton</i>  |
| 4) Jerry Gebhardt, <i>Petaluma</i>     | 11) Anthony Giles, <i>Sunnyvale</i>     |
| 5) Jeff Davis, <i>REMIF</i>            | 12) Jessica Bowes, <i>Vacaville</i>     |
| 6) Charlie Wilson, <i>Roseville</i>    | 13) Harry Maurer, <i>Vallejo</i>        |
| 7) Mary Ann Perini, <i>San Leandro</i> | 14) Jeff Tonks, <i>YCPARMIA</i>         |

***ABSENT***

*Alameda, Chico, Fairfield, Fremont, Pomona, Redding, SCORE*

***OTHERS PRESENT***

- |                                  |   |
|----------------------------------|---|
| 15) Saima Begum, <i>CJPRMA</i>   | 21) Peter Urhausen, <i>Gibbons &amp; Conley</i> |
| 16) David Clovis, <i>CJPRMA</i>  | 22) Brian Cooney, <i>Marsh</i>                  |
| 17) Lola Deem, <i>CJPRMA</i>     | 23) Jim Pinckney, <i>Marsh</i>                  |
| 18) Robert German, <i>CJPRMA</i> | 24) Ron Blanquie, <i>City of Petaluma</i>       |
| 19) Anna Swanson, <i>CJPRMA</i>  | 25) Lisa Archer, <i>City of Roseville</i>       |
| 20) David Patzer, <i>CSRMA</i>   |   |

### **III. APPROVAL OF MINUTES**

A motion by Director Coulter, seconded by Director Hamilton, to approve the minutes of the May 6, 7 & 8, 2009 Board of Director's meeting, passed unanimously.

### **IV. PRESENTATIONS**

None.

### **V. CONSENT CALENDAR**

- 1. Financial Report of CJPRMA for the period ending April 30, 2009**
- 2. Additional Covered Party Certificates Approved by the General Manager**
- 3. Notification of New Claims Received**
- 4. Notification of Claims Closed**

A motion by Director Maurer, seconded by President Henderson, to approve the consent calendar, passed unanimously.

### **VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS**

### **VII. ACTION CALENDAR**

- 5. Status Update on Goals & Objectives for Strategic Plan**

The General Manager presented his Goals and Objectives for 2009-2010 to the Board. He stated that the Goals and Objectives would go to the Executive Committee for further discussion and that the finalized version would be presented to the Board at the October meeting.

In addition, it was decided to move the Executive Committee Meeting, to be held on July 16<sup>th</sup>, 2009, to Livermore so that after the meeting, the Committee can participate in the webinar for Risk Control Online as a group.

The Risk Manager presented a revised version of CJPRMA's Mission Statement for formal adoption by the Board. A motion by Director Margolies, seconded by Director Tonks, to approve the revised Mission Statement, passed unanimously.

## **6. Proposed Coverage for Special Events in 2009/2010 MOC**

The General Manger discussed issues related to the various Special Event coverage programs that have been utilized by the members.

He presented a proposed endorsement to the 2009/2010 Memorandum of Coverage which would provide special events coverage to the members.

The proposed endorsement defined “special event” as one for which a third party, by contract, has agreed to use facilities of a covered party for a specified period of time and activity, and agreed, by contract, to indemnify and hold harmless the covered party from risk of loss arising from the event.

The General Manager explained that it only applied to third party contracts and only provided coverage for the member, not third parties. He said that, in such an instance, the member’s S.I.R. would be reduced to \$25,000. He also said that certain specific events would be excluded from coverage and that all exclusions in the Memorandum of Coverage would still apply.

The Board discussed various types of events that would be covered or excluded. They provided staff with information on modifications and asked that they be incorporated into the final draft.

A motion by Director Williams, seconded by Director Margolies, to approve the proposed coverage for special events, effective July 1, 2009, passed unanimously.

The General Manager stated that the revised endorsement would be sent to the members, prior to July 1, for additional comments.

## **7. Risk Management Issues**

Mr. David Patzer, of CSRMA Online, was present to discuss CJPRMA’s acquisition of the program. The annual cost of this program would be \$3,250 to cities and \$10,000 to JPA’s with CJPRMA offering to pay for half of the city’s costs and \$3,000 of the JPA’s cost. However, CJPRMA would no longer reimburse for liability training. He went on to say that 10 seat licenses would be issued to each member entity and that that would allow access to everything that is available on the platform.

President Henderson said that he thought that we could combine efforts and resources to provide more training opportunities to in order to meet everyone’s needs.

The Board instructed the Risk Manager to come up with training topics so that members could pick and choose those that they would like to schedule. They wanted to be notified ahead of time so that they could attend and schedule other pertinent employees as well. The Risk Manager asked that Members notify him when there was training they would like to have advertised. He said that he would send that information through out the organization. He said that he would act as the conduit for information on speakers who would be beneficial to the members.

President Henderson went on to discuss the message board on CJPRMA's website (also known as list serve). It was decided that some changes would be made to the message board, including email blasts to registered users when new postings were added, in order to make the message board more user friendly. Directors, Alternates and other city employees were encouraged to use this as a resource for their organizations.

President Henderson discussed the real cost of annexation with the Board. Suggestions were made to emphasize the need to look further down the road in these matters. In addition, it was suggested that a check list be created which could be provided to planning departments when annexation was being considered.

Director Margolies discussed the issue of vests vs. belts for police officers who were experiencing back pain. Director Williams suggested that information regarding the new ergonomically sound police vehicles be distributed to the Board.

The Board discussed the mandated Medicare reporting and said that the registration deadline had been extended to September 1, 2009. Director Tonks told the Board that they had added an item to their claim form stating that they would require more information from claimants if they were receiving Medicare benefits. The Board asked that staff create a model claim form so that claimants would be aware that they might need to provide further information.

The General Manger told the Board that escrow had closed on the building in Livermore. He went on to say that we were getting ready to enter into contracts for the internal construction and that he would keep the Board updated as construction progressed.

The Board discussed the location of the Annual Meeting in 2010. They decided to hold the 2010 meeting at the new facility in Livermore and to revisit the issue of location for the 2011 Annual Meeting.

The General Manager discussed possible dates for the October Board Meeting. The Board said that they did not feel that they needed a two day meeting for the Strategic Planning session and that the October meeting should be held on October 15<sup>th</sup>, 2009.

The Risk Manager presented a report on the losses experienced by Members. The Board said that they would like to see the loss comparisons based on payroll as another indicator. The Risk Manager said that he would average payroll over 5 years and then provide a weighted average. The Board also said that they would like to look at the number of claims that have reached the upper level of coverage as opposed to the dollar amount that was spent and to use payroll as a barometer.

## **8. Election of Executive Committee Members**

The General Manager explained to the Board that, at its meeting of December 11, 2008, the by-laws had been amended to change the way in which the five non-officer positions on the Executive Committee were selected.

He said that, instead of having all five positions filled from a rotation list, as was done previously, the Board had decided to hold a Board wide election for two at-large positions that would occur in odd numbered years.

He said that the other three non-officer positions would be filled by appointment from rotation lists in even numbered years. Those three selections would be made by appointing one Director from each of three categories: JPA, large cities (populations of 100,000 or more) and small cities (population less than 100,000). He said that the previous rotation list had been utilized to place members into their respective categories and in their same respective positions within those categories.

The General Manager said that, since this is an odd numbered year, the two at-large non-officer positions would be elected by a Board wide vote.

In order to be eligible, the nominees must have served on the Board for a period of twelve months preceding the date of the election.

After receiving the nominations, the General Manager/Secretary conferred with the nominees in order to determine whether or not they wished to be considered for the election.

The Board voted and elected Directors Maurer and Williams to serve on the Executive Committee for two year terms.

**VIII. CLOSED SESSION**

1. **Government Code Section 54957**  
Public Employee Performance Evaluation

**Title:** General Manager

**IX. ACTION ON CLOSED SESSION ITEMS**

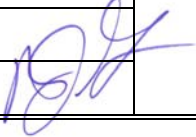
- None

**X. ADJOURNMENT**

President Henderson adjourned the meeting at 12:25 p.m.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 1</b>	<b><u>Title:</u> FINANCIAL REPORTS OF CJPRMA FOR THE PERIODS ENDING MAY 31 AND JUNE 30, 2009</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1093</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  Approval of the financial reports for May 31 and June 30, 2009.	
<b><u>Item Explanation:</u></b>  Attached hereto are the financial reports for the periods ending May 31 and June 30, 2009.  Staff recommends that the financial reports be approved.	
<b><u>Fiscal Impact:</u></b>  None	
<b><u>Exhibits:</u></b>  1) Financial reports for the periods ending May 31 and June 30, 2009.	

***Board Action:***

California Joint Powers  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	5/1/2009
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
14738	ADP01	ADP, INC	5/5/2009	BOA CKG	PMCHK00000456	\$128.23
14739	ALAMEDA	CITY OF ALAMEDA	5/5/2009	BOA CKG	PMCHK00000456	\$68,022.28
14740	ANGELO01	ANGELO, KILDAY & KILDUFF	5/5/2009	BOA CKG	PMCHK00000456	\$3,094.50
14741	AT&T01	AT&T	5/5/2009	BOA CKG	PMCHK00000456	\$210.18
14742	AT&T03	AT&T MOBILITY	5/5/2009	BOA CKG	PMCHK00000456	\$88.39
14743	CAJPA01	CAJPA	5/5/2009	BOA CKG	PMCHK00000456	\$50.00
14744	CEB	CEB-U OF CA	5/5/2009	BOA CKG	PMCHK00000456	\$102.12
14745	CLARE01	CLARE COMPUTER	5/5/2009	BOA CKG	PMCHK00000456	\$2,750.00
14746	CR001	CORNERSTONE EARTH GROUP, INC.	5/5/2009	BOA CKG	PMCHK00000456	\$2,518.50
14747	FEDEX01	FEDEX	5/5/2009	BOA CKG	PMCHK00000456	\$59.92
14748	GEN01	GENWORTH LIFE & ANNUITY INS CO	5/5/2009	BOA CKG	PMCHK00000456	\$424.83
14749	GIVE001	GIVE SOMETHING BACK	5/5/2009	BOA CKG	PMCHK00000456	\$878.62
14750	IKON	IKON FINANCIAL SERVICES	5/5/2009	BOA CKG	PMCHK00000456	\$1,837.99
14751	JR001	JR STRUCTURAL ENGINEERING	5/5/2009	BOA CKG	PMCHK00000456	\$1,965.00
14752	LEXIS001	MATTHEW BENDER & CO, INC	5/5/2009	BOA CKG	PMCHK00000456	\$329.65
14753	M. LEE SMITH01	M. LEE SMITH PUBLISHERS LLC	5/5/2009	BOA CKG	PMCHK00000456	\$397.00
14754	PERS02	PERS MEDICAL	5/5/2009	BOA CKG	PMCHK00000456	\$4,819.94
14755	RISK001	RISK MANAGEMENT SOLUTIONS	5/5/2009	BOA CKG	PMCHK00000456	\$4,000.00
14756	SLEE001	SLEEPY HOLLOW INVESTMENT CO	5/5/2009	BOA CKG	PMCHK00000456	\$6,331.60
14757	STAND001	STANDARD INS CO	5/5/2009	BOA CKG	PMCHK00000456	\$130.36
14758	VERIZ01	VERIZON WIRELESS	5/5/2009	BOA CKG	PMCHK00000456	\$152.11
14759	ADAMS02	SUSAN ADAMS	5/13/2009	BOA CKG	PMCHK00000457	\$514.44
14760	ADP01	ADP, INC	5/13/2009	BOA CKG	PMCHK00000457	\$78.23
14761	ALLIED01	ALLIED ADMINISTRATORS	5/13/2009	BOA CKG	PMCHK00000457	\$606.63
14762	AT&T02	AT&T	5/13/2009	BOA CKG	PMCHK00000457	\$287.16
14763	BEGUM01	SAIMA M. BEGUM	5/13/2009	BOA CKG	PMCHK00000457	\$163.05
14764	BNY01	BANK OF NEW YORK	5/13/2009	BOA CKG	PMCHK00000457	\$2,929.65
14765	CAP01	CALIFORNIA PARK & RECREATION S	5/13/2009	BOA CKG	PMCHK00000457	\$85.00
14766	CHANDLER	CHANDLER ASSET MGMT INC.	5/13/2009	BOA CKG	PMCHK00000457	\$8,230.00
14767	COULTER01	DIXON COULTER	5/13/2009	BOA CKG	PMCHK00000457	\$346.31
14768	DAVIS01	JEFF DAVIS	5/13/2009	BOA CKG	PMCHK00000457	\$226.68
14769	DEEM	LOLA DEEM	5/13/2009	BOA CKG	PMCHK00000457	\$240.35
14770	EBCO01	EBCO	5/13/2009	BOA CKG	PMCHK00000457	\$425.33
14771	FERGUSON01	MARK FERGUSON	5/13/2009	BOA CKG	PMCHK00000457	\$279.25
14772	FRYKLAND01	JOHN FRYKLAND	5/13/2009	BOA CKG	PMCHK00000457	\$510.00
14773	GFOA01	GFOA	5/13/2009	BOA CKG	PMCHK00000457	\$160.00
14774	GILES01	ANTHONY GILES	5/13/2009	BOA CKG	PMCHK00000457	\$129.80
14775	GRE01	KIMBERLY GREER	5/13/2009	BOA CKG	PMCHK00000457	\$1,714.18
14776	LANAHAN01	LANAHAN REILLEY LLP	5/13/2009	BOA CKG	PMCHK00000457	\$960.00
14777	LEXIS	LEXIS NEXIS	5/13/2009	BOA CKG	PMCHK00000457	\$336.00
14778	LOOM001	TOWN OF LOOMIS	5/13/2009	BOA CKG	PMCHK00000457	\$300.00
14779	MALECHI01	MALECKI COMMUNICATIONS CO	5/13/2009	BOA CKG	PMCHK00000457	\$160.00
14780	REMIF	R.E.M.I.F.	5/13/2009	BOA CKG	PMCHK00000457	\$103.77
14781	RISK001	RISK MANAGEMENT SOLUTIONS	5/13/2009	BOA CKG	PMCHK00000457	\$12,000.00
14782	SMALL01	SMALL BUSINESS BENEFIT PLAN TR	5/13/2009	BOA CKG	PMCHK00000457	\$86.40
14783	SWANSON01	ANNA SWANSON	5/13/2009	BOA CKG	PMCHK00000457	\$232.38
14784	WELLS01	WELLS FARGO BANK	5/13/2009	BOA CKG	PMCHK00000457	\$1,092.97
14785	WELLS03	WELLS FARGO	5/13/2009	BOA CKG	PMCHK00000457	\$624.83
14786	WELLS04	WELLS FARGO BANK	5/13/2009	BOA CKG	PMCHK00000457	\$751.45
* 14787	FIRST03	FIRST AMERICAN TITLE	5/19/2009	BOA CKG	PMTRX00000801	\$2,002,000.00
14788	FIRST03	FIRST AMERICAN TITLE	5/19/2009	BOA CKG	PMTRX00000802	\$1,952,000.00
14789	ADP01	ADP, INC	5/27/2009	BOA CKG	PMCHK00000458	\$86.23
14790	ARRO001	ARROWHEAD MTN SPRING WATER	5/27/2009	BOA CKG	PMCHK00000458	\$75.38
14791	AT&T03	AT&T MOBILITY	5/27/2009	BOA CKG	PMCHK00000458	\$79.19
14792	AVAYA001	AVAYA, INC	5/27/2009	BOA CKG	PMCHK00000458	\$1,132.56
14793	BLANQ01	RON BLANQUIE	5/27/2009	BOA CKG	PMCHK00000458	\$207.50

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
14794	COMCAST01	COMCAST	5/27/2009	BOA CKG	PMCHK00000458	\$174.21
14795	DANG01	DANG AND TRACHUK	5/27/2009	BOA CKG	PMCHK00000458	\$57,039.04
14796	EBCO01	EBCO	5/27/2009	BOA CKG	PMCHK00000458	\$10,965.64
14797	GEBHARDT01	JERRY GEBHARDT	5/27/2009	BOA CKG	PMCHK00000458	\$176.50
14798	GIBBONS	GIBBONS & CONLEY	5/27/2009	BOA CKG	PMCHK00000458	\$9,657.04
14799	GIVE001	GIVE SOMETHING BACK	5/27/2009	BOA CKG	PMCHK00000458	\$60.99
14800	GLAD01	GLADSTONE INT'L	5/27/2009	BOA CKG	PMCHK00000458	\$3,272.49
14801	HENRY01	JESSICA HENRY	5/27/2009	BOA CKG	PMCHK00000458	\$404.50
14802	ICMA01	ICMA RETIREMENT TRUST - 457	5/27/2009	BOA CKG	PMCHK00000458	\$1,981.80
14803	IKON	IKON FINANCIAL SERVICES	5/27/2009	BOA CKG	PMCHK00000458	\$1,837.99
14804	KAYFETZ01	PAUL KAYFETZ, INC.	5/27/2009	BOA CKG	PMCHK00000458	\$64,812.96
14805	LEXIS001	MATTHEW BENDER & CO, INC	5/27/2009	BOA CKG	PMCHK00000458	\$288.53
14806	MACKAY01	MACKAY & SOMPS	5/27/2009	BOA CKG	PMCHK00000458	\$3,006.72
14807	MAGDICH01	JANICE D MAGDICH	5/27/2009	BOA CKG	PMCHK00000458	\$176.64
14808	MARGOLIES01	LYNNE MARGOLIES	5/27/2009	BOA CKG	PMCHK00000458	\$206.75
14809	MORGAN01	MORGAN MILLER BLAIR	5/27/2009	BOA CKG	PMCHK00000458	\$14,932.94
14810	MURPHY01	MURPHY, CAMPBELL, GUTHRIE & ALLI	5/27/2009	BOA CKG	PMCHK00000458	\$21,766.14
14811	PERMA	PERMA	5/27/2009	BOA CKG	PMCHK00000458	\$94,162.07
14812	PERS01	PERS	5/27/2009	BOA CKG	PMCHK00000458	\$10,775.29
14813	PERS02	PERS MEDICAL	5/27/2009	BOA CKG	PMCHK00000458	\$4,819.94
14814	SLEE001	SLEEPY HOLLOW INVESTMENT CO	5/27/2009	BOA CKG	PMCHK00000458	\$7,210.97
14815	STAND001	STANDARD INS CO	5/27/2009	BOA CKG	PMCHK00000458	\$130.36
14816	VERD01	VERDICTSEARCH	5/27/2009	BOA CKG	PMCHK00000458	\$279.00
14817	YCPARMIA	Y.C.P.A.R.M.I.A.	5/27/2009	BOA CKG	PMCHK00000458	\$3,000.00

Total Checks: 80

Total Amount of Checks: \$2,396,584.45

California Joint Powers  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Check Number First Last Check Date 6/1/2009 6/30/2009  
 Vendor ID First Last Checkbook ID First Last  
 Vendor Name First Last

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
14818	ATTARI01	TASADDUQ ATTARI, RUBY ALI,	6/3/2009	BOA CKG	PMTRX00000805	\$2,250,000.00
14819	ADAMS01	ANN ADAMS	6/17/2009	BOA CKG	PMCHK00000459	\$1,200.00
14820	ADP01	ADP, INC	6/17/2009	BOA CKG	PMCHK00000459	\$158.43
14821	AFLAC01	AFLAC	6/17/2009	BOA CKG	PMCHK00000459	\$119.05
14822	ALLIED01	ALLIED ADMINISTRATORS	6/17/2009	BOA CKG	PMCHK00000459	\$609.66
14823	ARRO01	ARROWHEAD MTN SPRING WATER	6/17/2009	BOA CKG	PMCHK00000459	\$42.33
14824	AT&T01	AT&T	6/17/2009	BOA CKG	PMCHK00000459	\$169.74
14825	AT&T02	AT&T	6/17/2009	BOA CKG	PMCHK00000459	\$277.36
14826	BROOKS01	BROOKS & BROWN REPORTERS	6/17/2009	BOA CKG	PMCHK00000459	\$2,676.80
14827	CHANDLER	CHANDLER ASSET MGMT INC.	6/17/2009	BOA CKG	PMCHK00000459	\$8,153.00
14828	CLARE01	CLARE COMPUTER	6/17/2009	BOA CKG	PMCHK00000459	\$1,000.00
14829	CLOV01	DAVID CLOVIS	6/17/2009	BOA CKG	PMCHK00000459	\$173.25
14830	COMCAST01	COMCAST	6/17/2009	BOA CKG	PMCHK00000459	\$174.21
14831	FAYCO01	FAYECO	6/17/2009	BOA CKG	PMCHK00000459	\$2,100.00
14832	GERMAN02	GERMAN, ROBERT	6/17/2009	BOA CKG	PMCHK00000459	\$3,021.59
14833	GIBBONS	GIBBONS & CONLEY	6/17/2009	BOA CKG	PMCHK00000459	\$10,221.42
14834	HENRY01	JESSICA HENRY	6/17/2009	BOA CKG	PMCHK00000459	\$21.31
14835	ICMA01	ICMA RETIREMENT TRUST - 457	6/17/2009	BOA CKG	PMCHK00000459	\$1,490.40
14836	KEL01	MARYLIN KELLEY	6/17/2009	BOA CKG	PMCHK00000459	\$514.44
14837	LEXIS	LEXIS NEXIS	6/17/2009	BOA CKG	PMCHK00000459	\$336.00
14838	LEXIS001	MATTHEW BENDER & CO, INC	6/17/2009	BOA CKG	PMCHK00000459	\$295.08
14839	MIRAG01	MIRAGLIA CATERING	6/17/2009	BOA CKG	PMCHK00000459	\$1,038.34
14840	ONPOINT01	ON POINT DOCUMENT OUTSOURCING	6/17/2009	BOA CKG	PMCHK00000459	\$6,963.80
14841	PARKER01	THE PARKER DIRECTORY	6/17/2009	BOA CKG	PMCHK00000459	\$85.28
14842	PERS01	PERS	6/17/2009	BOA CKG	PMCHK00000459	\$13,754.01
14843	REMIF	R.E.M.I.F.	6/17/2009	BOA CKG	PMCHK00000459	\$2,500.00
14844	RISK001	RISK MANAGEMENT SOLUTIONS	6/17/2009	BOA CKG	PMCHK00000459	\$6,000.00
14845	SCHULTZ01	THOMAS G. SCHULTZ, PH.D.	6/17/2009	BOA CKG	PMCHK00000459	\$200.00
14846	SMALL01	SMALL BUSINESS BENEFIT PLAN TR	6/17/2009	BOA CKG	PMCHK00000459	\$86.40
14847	STATE01	STATE COMP INS FUND	6/17/2009	BOA CKG	PMCHK00000459	\$1,245.65
14848	SYNER01	SYNERGISTIC SOLUTION TECHNOLOG	6/17/2009	BOA CKG	PMCHK00000459	\$2,500.00
14849	VERD01	VERDICTSEARCH	6/17/2009	BOA CKG	PMCHK00000459	\$176.29
14850	VERIZ01	VERIZON WIRELESS	6/17/2009	BOA CKG	PMCHK00000459	\$170.66
14851	WELLS01	WELLS FARGO BANK	6/17/2009	BOA CKG	PMCHK00000459	\$660.89
14852	WELLS03	WELLS FARGO	6/17/2009	BOA CKG	PMCHK00000459	\$2,596.57
14853	WELLS04	WELLS FARGO BANK	6/17/2009	BOA CKG	PMCHK00000459	\$191.36
14854	WEST01	WEST GROUP	6/17/2009	BOA CKG	PMCHK00000459	\$312.46
14855	WEST02	WEST COAST REPORTERS	6/17/2009	BOA CKG	PMCHK00000459	\$299.75
14856	WILL	JOHN R. WILLIAMS, ESQ.	6/17/2009	BOA CKG	PMCHK00000459	\$4,160.00

Total Checks: 39

Total Amount of Checks: \$2,325,695.53

**CJPRMA**  
**STATEMENT OF NET ASSETS**  
**As of May 31, 2009**

Current Assets	
Cash	\$ 980,779
Investments	91,391,720
Interest Receivable	984,004
Accounts Receivable	260,666
Prepaid Insurance	464,191
Other Prepays	30,892
Deposits	14,275
Due from Property to Liability	<u>2,907</u>
Total Current Assets	94,129,433
Capital Assets	
Equipment	269,999
Office Furniture	44,703
Work in Progress - Building	2,094,840
Accumulated Depreciation	<u>(181,261)</u>
Net Capital Assets	2,228,281
<b>TOTAL ASSETS</b>	<b><u>\$ 96,357,715</u></b>
Current Liabilities	
Unearned Contributions	\$ 2,312,698
Accounts Payable	163,450
Accrued Liabilities	144
Accrued Employee Benefits	721
Due to Liability from Property	<u>2,907</u>
Total Current Liabilities	2,479,920
Noncurrent Liabilities	
Reserve for Loss-Liability	53,643,729
Reserve for Loss-Workers' Compensation	<u>57,670</u>
Total Noncurrent Liabilities	53,701,399
<b>TOTAL LIABILITIES</b>	<b><u>56,181,319</u></b>
Net Assets	
Current Year Earnings	4,395,761
Retained Earnings-Liability	38,423,516
Retained Earnings-Workers' Compensation	166,244
Retained Earnings-Property	(142,921)
Excess Loss Fund	2,250,000
Member Refunds	<u>(4,916,204)</u>
<b>TOTAL NET ASSETS</b>	<b><u>\$ 40,176,396</u></b>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**All Departments**

	May	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	1,052,744	(105.15)	11,553,348	262.83
PY Member Contributions	-	0.00	2,054	0.05
Fees Earned	916	(0.09)	10,076	0.23
Appraisal Fees	259,766	(25.95)	259,766	5.91
Other Income	-	0.00	<u>29,902</u>	<u>0.68</u>
Total Operating Revenues	<u>1,313,426</u>	<u>(131.18)</u>	<u>11,855,146</u>	<u>269.69</u>
<b>Claim Expense</b>				
Settlements Paid	-	0.00	481,318	10.95
Settlement Reimbursements	-	0.00	(481,318)	(10.95)
Current Year Loss Provision	800,000	(79.90)	8,800,000	200.19
Loss Reserve Adjustment (Prior Year)	-	0.00	-	0.00
Insurance Premiums	464,155	(46.36)	5,092,091	115.84
PY Premium Adj	-	-	<u>2,055</u>	<u>0.05</u>
Total Claim Expense	<u>1,264,155</u>	<u>(126.26)</u>	<u>13,894,146</u>	<u>316.08</u>
Gross Profit (Loss)	49,271	(4.92)	(2,039,000)	(46.39)
<b>Operating Expenses</b>				
Salaries	38,416	(3.84)	390,117	8.87
PERS Contributions	15,984	(1.60)	75,933	1.73
Health Benefits	6,595	(0.66)	71,833	1.63
Life Insurance	686	(0.07)	2,782	0.06
Disability Insurance	-	0.00	7,537	0.17
Office Liability Insurance	413	(0.04)	4,543	0.10
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	923	(0.09)	10,789	0.25
Payroll Tax Expense	566	(0.06)	5,783	0.13
Payroll Services	245	(0.02)	2,148	0.05
Admin - Training/Conferences/Travel/Mtgs	4,265	(0.43)	14,428	0.33
Risk Mgmt -Conferences/Travel/Meetings	-	0.00	3,840	0.09
Risk Mgmt - Training & Supplies	10,000	(1.00)	66,546	1.51
Temporary Services	-	0.00	-	0.00
Accounting Services	-	0.00	1,000	0.02
Actuarial Services	-	0.00	13,500	0.31
Audit - Claims	-	0.00	-	0.00
Audit - Financial	-	0.00	10,870	0.25
Computer Programming	510	(0.05)	1,828	0.04
Info Systems Technical Support	1,146	(0.11)	15,412	0.35
Legal - Board Counsel - G&A	602	(0.06)	20,092	0.46
Legal - Board Counsel - Claims	-	0.00	3,444	0.08
Other Claim Expenses	(37)	0.00	-	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	300	(0.03)	2,400	0.05
Other Consultants	3,288	(0.33)	5,688	0.13
Other Consultants - Property	-	0.00	146,747	3.34
Claims Adjustment Fee - Property	2,908	(0.29)	2,908	0.07
Bond Premiums	443	(0.04)	6,110	0.14

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**All Departments**

	May	% to Net Income	YTD	% to Net Income
Copying/Printing	11,391	(1.14)	15,100	0.34
Computer H/W & S/W Expensed	-	0.00	2,030	0.05
Depreciation	3,652	(0.36)	37,894	0.86
Dues/Memberships	85	(0.01)	1,228	0.03
CAJPA Accreditation	-	0.00	4,750	0.11
Equipment Rental	1,838	(0.18)	23,255	0.53
Maintenance & Repair - Equipment	57	(0.01)	355	0.01
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	341	(0.03)	1,954	0.04
Office Rent	6,332	(0.63)	70,162	1.60
Office Supplies	353	(0.04)	5,048	0.11
Postage/Shipping	253	(0.03)	2,553	0.06
Publications	1,451	(0.14)	17,931	0.41
Promotion/Advertising	-	0.00	4,906	0.11
Telecommunications	881	(0.09)	8,747	0.20
SPARTA/Spec Events Program	42	(0.00)	462	0.01
Personnel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	1,246	(0.12)	4,538	0.10
Annual Retreat	3,963	(0.40)	3,963	0.09
Board Meeting Expense	348	(0.03)	31,313	0.71
Gen'l Liability - Training	3,000	(0.30)	9,000	0.20
BOD - Brd Mtg Travel Expense	2,455	(0.25)	8,233	0.19
BOD - Conferences	-	0.00	34,752	0.79
Asset Management Fees - Chandler	8,153	(0.81)	90,303	2.05
RMIS - Hosting	-	0.00	16,000	0.36
RMIS - Support	-	0.00	14,000	0.32
Bank Charges	-	0.00	12,973	0.30
Other Expenses	-	0.00	866	0.02
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(916)	0.09	(10,076)	(0.23)
Allocated G&A - Property	833	(0.08)	9,163	0.21
Allocated G&A - Boiler & Machinery	-	0.00	-	0.00
Allocated G&A - Auto Physical Damage	83	(0.01)	913	0.02
Total Expense	<u>133,092</u>	<u>(13.29)</u>	<u>1,308,593</u>	<u>29.77</u>
Net Operating Income (Loss)	(83,821)	8.37	(3,347,593)	(76.16)
Investment Income				
Interest Income - Liability	304,945	(30.46)	3,492,896	79.46
Realized Gain on Investment	3,060	(0.31)	1,804,100	41.04
Unrealized Gain on Investment	<u>(1,225,400)</u>	<u>122.39</u>	<u>2,446,358</u>	<u>55.65</u>
Total Investment Income	(917,395)	91.63	7,743,354	176.16
Other Income/ Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Net Income (Loss)	<u>(1,001,215)</u>	<u>100.00</u>	<u>4,395,761</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
For the Eleven Months Ending May 31, 2009  
**Liability**

	May	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	791,878	(62.85)	8,711,075	205.26
Fees Earned	-	0.00	-	0.00
Other Income	-	0.00	-	0.00
	<hr/>		<hr/>	
Total Operating Revenues	791,878	(62.85)	8,711,075	205.26
<b>Claim Expense</b>				
Settlement Reimbursements	-	0.00	-	0.00
Current Year Loss Provision	800,000	(63.49)	8,800,000	207.36
Loss Reserve Adjustment (Prior Year)	-	0.00	-	0.00
Insurance Premiums	204,450	(16.23)	2,248,950	52.99
	<hr/>		<hr/>	
Total Claim Expense	1,004,450	(79.72)	11,048,950	260.35
<b>Gross Profit (Loss)</b>	(212,572)	16.87	(2,337,875)	(55.09)
<b>Operating Expenses</b>				
Salaries	38,416	(3.05)	390,117	9.19
PERs Contributions	15,984	(1.27)	75,933	1.79
Health Benefits	6,595	(0.52)	71,833	1.69
Life Insurance	686	(0.05)	2,782	0.07
Disability Insurance	-	0.00	7,537	0.18
Office Liability Insurance	413	(0.03)	4,543	0.11
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	923	(0.07)	10,789	0.25
Payroll Tax Expense	566	(0.04)	5,783	0.14
Payroll Services	245	(0.02)	2,148	0.05
Admin - Training/Conferences/Travel/Mtgs	4,265	(0.34)	14,428	0.34
Risk Mgmt - Conferences/Travel/Mtgs	-	0.00	3,840	0.09
Risk Mgmt - Training & Materials	10,000	(0.79)	66,546	1.57
Temporary Services	-	0.00	1,000	0.02
Accounting Services	-	0.00	-	0.00
Actuarial Services	-	0.00	13,500	0.32
Audit - Claims	-	0.00	-	0.00
Audit - Financial	-	0.00	10,870	0.26
Computer Programming	510	(0.04)	1,828	0.04
Info Systems Technical Support	1,146	(0.09)	15,412	0.36
Legal - Board Counsel - G&A	602	(0.05)	20,092	0.47
Legal - Board Counsel - Claims	-	0.00	3,444	0.08
Other Claim Expenses	(37)	0.00	-	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	300	(0.02)	2,400	0.06
Other Consultants	3,288	(0.26)	5,688	0.13
Bond Premiums	443	(0.04)	6,110	0.14
Copying/Printing	11,391	(0.90)	15,100	0.36
Computer H/W & S/W Expensed	-	0.00	2,030	0.05

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
For the Eleven Months Ending May 31, 2009  
**Liability**

	May	% to Net Income	YTD	% to Net Income
Depreciation	3,652	(0.29)	37,894	0.89
Dues/Memberships	85	(0.01)	1,228	0.03
CAJPA Accreditation	-	0.00	4,750	0.11
Equipment Rental	1,838	(0.15)	23,255	0.55
Maintenance & Repair - Equipment	57	(0.00)	355	0.01
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	341	(0.03)	1,954	0.05
Office Rent	6,332	(0.50)	70,162	1.65
Office Supplies	353	(0.03)	5,048	0.12
Postage/Shipping	253	(0.02)	2,553	0.06
Publications	1,451	(0.12)	17,931	0.42
Promotion/Advertising	-	0.00	4,906	0.12
Telecommunications	881	(0.07)	8,747	0.21
SPARTA/Spec Event Prog Policy	42	(0.00)	462	0.01
Personel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	1,246	(0.10)	4,538	0.11
Annual Retreat	3,963	(0.31)	3,963	0.09
Board Meeting Expense	348	(0.03)	31,313	0.74
Gen'l Liability - Training	3,000	(0.24)	9,000	0.21
BOD - Brd Mtg Travel Expense	2,455	(0.19)	8,233	0.19
BOD - Conferences	-	0.00	34,752	0.82
Asset Management Fees - Chandler	8,153	(0.65)	90,303	2.13
RMIS - Hosting	-	0.00	16,000	0.38
RMIS - Support	-	0.00	14,000	0.33
Bank Charges	-	0.00	12,973	0.31
Other Expenses	-	0.00	866	0.02
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(916)	0.07	(10,076)	(0.24)
Total Expense	<u>129,268</u>	<u>(10.26)</u>	<u>1,148,861</u>	<u>27.07</u>
Net Operating Income (Loss)	(341,840)	27.13	(3,486,736)	(82.16)
Investment Income				
Interest Income	304,206	(24.14)	3,480,183	82.00
Realized Gain on Investment	3,060	(0.24)	1,804,100	42.51
Unrealized Gain on Investment	<u>(1,225,400)</u>	<u>97.26</u>	<u>2,446,358</u>	<u>57.64</u>
Total Investment Income	(918,134)	72.87	7,730,641	182.16
Other Income/Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	-	0.00	-	0.00
Net Income (Loss)	<u>(1,259,974)</u>	<u>100.00</u>	<u>4,243,904</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**Property**

	May	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	\$ 204,311	0.00	\$ 2,247,421	0.00
Appraisal Fees	259,766	0.00	259,766	0.00
Fees Earned	833	0.00	9,163	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>29,902</u>	<u>0.00</u>
Total Operating Revenues	464,910	0.00	2,546,252	0.00
<b>Claim Expense</b>				
Settlements Paid	-	0.00	274,996	0.00
Settlement Reimbursements	-	0.00	(274,996)	0.00
Insurance Premiums	204,287	0.00	2,247,157	0.00
PY Ins Premium Adj	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Total Claim Expense	<u>204,287</u>	<u>0.00</u>	<u>2,247,157</u>	<u>0.00</u>
Gross Profit (Loss)	260,623	0.00	299,095	0.00
<b>Operating Expenses</b>				
Claims Adjustment Fee	2,908	0.00	2,908	0.00
Allocated G&A - Property	833	0.00	9,163	0.00
Other Consultants - Property	<u>-</u>	<u>0.00</u>	<u>146,747</u>	<u>0.00</u>
Total Operating Expenses	<u>3,741</u>	<u>0.00</u>	<u>158,818</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 256,882</u>	<u>100.00</u>	<u>\$ 140,277</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**Boiler and Machinery**

	May	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 26,750	0.00	\$ 294,250	0.00
Total Operating Revenues	<u>26,750</u>	0.00	<u>294,250</u>	0.00
Claim Expense				
Settlements Paid - B&M	-	0.00	130,016	0.00
Settlement Reimbursements - B&M	-	0.00	(130,016)	0.00
Insurance Premiums	26,750	0.00	294,250	0.00
PY Ins Premium Adj	<u>0</u>	0.00	<u>0</u>	0.00
Total Claim Expense	<u>26,750</u>	0.00	<u>294,250</u>	0.00
Operating Expenses				
Allocated G&A - B&M	<u>-</u>	0.00	<u>-</u>	0.00
Total Operating Expenses	-		-	
Investment Income	<u>-</u>	0.00	<u>-</u>	0.00
Net Income (Loss)	<u>\$ (0)</u>	<u>100.00</u>	<u>\$ (0)</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**Auto Physical Damage**

	May	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 29,805	0.00	\$ 300,602	0.00
PY Member Contributions	-	-	2,054	0.00
Fees Earned	<u>83</u>	<u>0.00</u>	<u>913</u>	<u>0.00</u>
Total Operating Revenues	29,888	0.00	303,569	0.00
Claim Expense				
Settlements Paid	-	0.00	76,307	0.00
Settlement Reimbursements	-	0.00	(76,307)	0.00
Insurance Premiums	28,668	0.00	301,734	0.00
PY Ins Premium Adj	<u>-</u>	<u>0.00</u>	<u>2,055</u>	<u>0.00</u>
Total Claim Expense	<u>28,668</u>	<u>0.00</u>	<u>303,789</u>	<u>0.00</u>
Gross Profit (Loss)	1,220	0.00	(220)	0.00
Operating Expenses				
Allocated G&A - Auto Physical Damage	<u>83</u>	<u>0.00</u>	<u>913</u>	<u>0.00</u>
Total Operating Expenses	83	0.00	913	0.00
Operating Income (Loss)	1,137	0.00	(1,133)	0.00
Net Income (Loss)	<u>\$ 1,137</u>	<u>100.00</u>	<u>\$ (1,133)</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Eleven Months Ending May 31, 2009**  
**Workers' Compensation**

	May	% to Net Income	YTD	% to Net Income
Operating Revenues	\$0	0.00	\$0	0.00
Claim Expense	0	0.00	0	0.00
Operating Expenses	0	0.00	0	0.00
Investment Income				
Interest Income	<u>739</u>	<u>100.00</u>	<u>12713</u>	<u>100.00</u>
Total Investment Income	739	100.00	12713	100.00
Net Income (Loss)	<u>\$739</u>	<u>100.00</u>	<u>\$12,713</u>	<u>100.00</u>

**CJPRMA**  
**ACTUAL EXPENSES VS BUDGET**  
**For the Eleven Months Ending May 31, 2009**

	Annual Budget FY 08/09 100%	Budget YTD 83%	Expense YTD	% of Annual Budget	Variance under/ (over)
<b>Personnel</b>					
Salaries	\$ 461,100	\$ 384,250	\$ 390,117	84.6%	\$ (5,867)
Auto Allowance	11,400	9,500	10,789	94.6%	(1,289)
PERS Contributions	75,000	62,500	75,933	101.2%	(13,433)
Health Benefits	66,500	55,417	71,833	108.0%	(16,416)
Life Insurance	5,000	4,167	2,782	55.6%	1,385
Disability Insurance	8,500	7,083	7,537	88.7%	(453)
Workers' Comp. Insurance	6,000	5,000	4,538	75.6%	462
Payroll Tax Expense	6,900	5,750	5,783	83.8%	(33)
General Manager - Wellness Program	1,800	1,500	-	0.0%	1,500
<b>Total Personnel Expenses</b>	<b>642,200</b>	<b>535,167</b>	<b>569,311</b>	<b>88.7%</b>	<b>(34,144)</b>
<b>Maintenance &amp; Operation</b>					
Office Rent	85,000	70,833	70,162	82.5%	672
Equipment Rental	30,000	25,000	23,255	77.5%	1,745
Maintenance & Repair - Equipment	2,000	1,667	355	17.8%	1,312
Office Liability Insurance	8,000	6,667	4,543	56.8%	2,124
Bond Premiums	6,000	5,000	6,110	101.8%	(1,110)
Payroll Services	2,700	2,250	2,148	79.6%	102
Tuition Reimbursement	500	417	-	0.0%	417
Office Supplies	8,000	6,667	5,048	63.1%	1,619
Telecommunications	9,000	7,500	8,747	97.2%	(1,247)
SPARTA/Spec Event Prog Policy	6,000	5,000	462	7.7%	4,538
Postage/Shipping	6,000	5,000	2,553	42.5%	2,447
Personnel Recruitment	7,500	6,250	-	0.0%	6,250
Dues/Memberships	5,000	4,167	1,228	24.6%	2,939
Publications	18,000	15,000	17,931	99.6%	(2,931)
Copying/Printing	15,000	12,500	15,100	100.7%	(2,600)
Promotion/Advertising	-	-	4,906	0.0%	(4,906)
CIPRA	-	-	-	0.0%	-
CAJPA Accreditation	-	-	4,750	0.0%	(4,750)
Furniture & Equipment Expensed	4,000	3,333	1,954	48.9%	1,379
Computer H/W & S/W Expensed	10,000	8,333	2,030	20.3%	6,303
Info Systems Technical Support	12,000	10,000	15,412	128.4%	(5,412)
Computer Programming	5,000	4,167	1,828	36.6%	2,339
Actuarial Services	19,000	15,833	13,500	71.1%	2,333
Audit - Financial	16,000	13,333	10,870	67.9%	2,463
Audit - Claims	45,000	37,500	-	0.0%	37,500
Temporary Services	2,000	1,667	-	0.0%	1,667
Accounting Services	2,000	1,667	1,000	50.0%	667
Legal - Board Counsel - G&A	28,000	23,333	20,092	71.8%	3,241
Legal - Board Counsel - Claims	75,000	62,500	77,291	103.1%	(14,791)
Legal - Outside - G&A	2,500	2,083	-	0.0%	2,083
Legal - Outside - Claims	75,000	62,500	966,524	1288.7%	(904,024)
Other Claim Expenses	5,000	4,167	78,570	1571.4%	(74,404)

**CJPRMA**  
**ACTUAL EXPENSES VS BUDGET**  
**For the Eleven Months Ending May 31, 2009**

	Annual Budget FY 08/09 100%	Budget YTD 83%	Expense YTD	% of Annual Budget	Variance under/ (over)
Treasurer Fees	3,600	3,000	2,400	66.7%	600
Other Consultants	5,000	4,167	5,688	113.8%	(1,521)
Admin - Conferences/Travel/Mtgs	15,000	12,500	14,428	96.2%	(1,928)
Risk Mgmt - Conferences/Travel/Mtgs	8,000	6,667	3,840	48.0%	2,827
Risk Mgmt -Training & Supplies	75,000	62,500	66,546	88.7%	(4,046)
Gen'l Liability - Training	36,000	30,000	9,000	25.0%	21,000
BOD - Brd Mtg Travel Exp	11,000	9,167	8,233	74.8%	933
BOD - Conferences	25,000	20,833	34,752	139.0%	(13,918)
Board Meeting Expense	15,000	12,500	31,313	208.8%	(18,813)
Annual Retreat	45,000	37,500	3,963	8.8%	33,537
Asset Management Fees	86,000	71,667	90,303	105.0%	(18,636)
RMIS - Hosting	12,000	10,000	16,000	133.3%	(6,000)
RMIS - Support	14,000	11,667	14,000	100.0%	(2,333)
Bank Charges	10,000	8,333	12,973	129.7%	(4,640)
Other Expenses	3,500	2,917	866	24.8%	2,050
Contingency Fund	25,000	20,833	-	0.0%	20,833
<b>Total Maint. &amp; Op. Expenses</b>	<b>898,300</b>	<b>748,583</b>	<b>1,670,673</b>	<b>186.0%</b>	<b>(922,090)</b>
<b>Capital Outlay</b>					
Capital Outlay	50,000	41,667	-	0.0%	41,667
<b>Total Capital Outlay</b>	<b>50,000</b>	<b>41,667</b>	<b>-</b>	<b>0.0%</b>	<b>41,667</b>
<b>Subtotal</b>	<b>1,590,500</b>	<b>1,325,417</b>	<b>2,239,984</b>	<b>140.8%</b>	<b>(914,567)</b>
<b>Less:</b>					
Assessment Against Liability Reserve	155,000	129,167	1,122,385	724.1%	(993,218)
Assessment Against Interest	86,000	71,667	90,303	105.0%	(18,636)
<b>Total G&amp;A</b>	<b>\$ 1,349,500</b>	<b>\$ 1,124,583</b>	<b>\$ 1,027,296</b>	<b>76.1%</b>	<b>\$ 97,287</b>

**CJPRMA**  
**STATEMENT OF NET ASSETS**  
**As of June 30, 2009**

Current Assets	
Cash	\$ 2,851,108
Investments	88,102,198
Interest Receivable	807,191
Accounts Receivable	132,689
Prepaid Insurance	-
Other Prepaids	25,673
Deposits	8,650
Due from Property to Liability	<u>2,907</u>
Total Current Assets	91,930,416
Capital Assets	
Equipment	247,871
Office Furniture	44,703
Work in Progress - Building	2,100,660
Accumulated Depreciation	<u>(158,459)</u>
Net Capital Assets	2,234,775
<b>TOTAL ASSETS</b>	<b><u>\$ 94,165,191</u></b>
Current Liabilities	
Unearned Contributions	\$ 1,259,444
Accounts Payable	222,194
Accrued Liabilities	15,922
Accrued Employee Benefits	634
Due to Liability from Property	<u>2,907</u>
Total Current Liabilities	1,501,100
Noncurrent Liabilities	
Reserve for Loss-Liability	45,326,516
Reserve for Loss-Workers' Compensation	<u>57,670</u>
Total Noncurrent Liabilities	45,384,186
<b>TOTAL LIABILITIES</b>	<b><u>46,885,286</u></b>
Net Assets	
Current Year Earnings	11,499,270
Retained Earnings-Liability	38,423,516
Retained Earnings-Workers' Compensation	166,244
Retained Earnings-Property	(142,921)
Excess Loss Fund	2,250,000
Member Refunds	<u>(4,916,204)</u>
<b>TOTAL NET ASSETS</b>	<b><u>\$ 47,279,906</u></b>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**All Departments**

	June	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	1,052,330	14.81	12,605,678	109.62
PY Member Contributions	-	0.00	2,054	0.02
Fees Earned	924	0.01	11,000	0.10
Appraisal Fees	-	0.00	259,766	2.26
Other Income	-	0.00	29,902	0.26
<b>Total Operating Revenues</b>	<b>1,053,254</b>	<b>14.83</b>	<b>12,908,400</b>	<b>112.25</b>
<b>Claim Expense</b>				
Settlements Paid	2,500	0.04	483,818	4.21
Settlement Reimbursements	(2,500)	(0.04)	(483,818)	(4.21)
Current Year Loss Provision	119,219	1.68	8,919,219	77.56
Loss Reserve Adjustment (Prior Year)	(6,273,394)	(88.31)	(6,273,394)	(54.55)
Insurance Premiums	464,153	6.53	5,556,244	48.32
PY Premium Adj	-	-	2,055	0.02
<b>Total Claim Expense</b>	<b>(5,690,022)</b>	<b>(80.10)</b>	<b>8,204,124</b>	<b>71.34</b>
<b>Gross Profit (Loss)</b>	<b>6,743,276</b>	<b>94.93</b>	<b>4,704,276</b>	<b>40.91</b>
<b>Operating Expenses</b>				
Salaries	48,359	0.68	438,476	3.81
PERS Contributions	6,394	0.09	82,326	0.72
Health Benefits	6,486	0.09	78,318	0.68
Life Insurance	263	0.00	3,044	0.03
Disability Insurance	-	0.00	7,537	0.07
Office Liability Insurance	573	0.01	5,116	0.04
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	1,246	0.02	12,035	0.10
Payroll Tax Expense	713	0.01	6,495	0.06
Payroll Services	156	0.00	2,305	0.02
Admin - Training/Conferences/Travel/Mtgs	1,821	0.03	16,248	0.14
Risk Mgmt -Conferences/Travel/Meetings	255	0.00	4,095	0.04
Risk Mgmt - Training & Supplies	-	0.00	66,546	0.58
Temporary Services	-	0.00	-	0.00
Accounting Services	1,200	0.02	2,200	0.02
Actuarial Services	-	0.00	13,500	0.12
Audit - Claims	-	0.00	-	0.00
Audit - Financial	5,450	0.08	16,320	0.14
Computer Programming	-	0.00	1,828	0.02
Info Systems Technical Support	2,758	0.04	18,169	0.16
Legal - Board Counsel - G&A	10,645	0.15	30,737	0.27
Legal - Board Counsel - Claims	(3,444)	(0.05)	-	0.00
Other Claim Expenses	-	0.00	-	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	1,200	0.02	3,600	0.03
Other Consultants	1,413	0.02	7,101	0.06
Other Consultants - Property	-	0.00	146,747	1.28
Claims Adjustment Fee - Property	-	0.00	2,908	0.03
Bond Premiums	443	0.01	6,553	0.06

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**All Departments**

	June	% to Net Income	YTD	% to Net Income
Copying/Printing	1,629	0.02	16,730	0.15
Computer H/W & S/W Expensed	-	0.00	2,030	0.02
Depreciation	3,437	0.05	41,331	0.36
Dues/Memberships	450	0.01	1,678	0.01
CAJPA Accreditation	-	0.00	4,750	0.04
Equipment Rental	2,692	0.04	25,946	0.23
Maintenance & Repair - Equipment	57	0.00	412	0.00
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	-	0.00	1,954	0.02
Office Rent	7,211	0.10	77,373	0.67
Office Supplies	316	0.00	5,364	0.05
Postage/Shipping	311	0.00	2,864	0.02
Publications	1,778	0.03	19,709	0.17
Promotion/Advertising	-	0.00	4,906	0.04
Telecommunications	1,037	0.01	9,784	0.09
SPARTA/Spec Events Program	38	0.00	500	0.00
Personnel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	-	0.00	4,538	0.04
Annual Retreat	54,086	0.76	58,049	0.50
Board Meeting Expense	1,694	0.02	33,006	0.29
Gen'l Liability - Training	-	0.00	9,000	0.08
BOD - Brd Mtg Travel Expense	679	0.01	8,876	0.08
BOD - Conferences	1,545	0.02	36,297	0.32
Asset Management Fees - Chandler	7,970	0.11	98,273	0.85
RMIS - Hosting	(1,000)	(0.01)	15,000	0.13
RMIS - Support	3,500	0.05	17,500	0.15
Bank Charges	46	0.00	13,019	0.11
Other Expenses	66	0.00	932	0.01
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(924)	(0.01)	(11,000)	(0.10)
Allocated G&A - Property	837	0.01	10,000	0.09
Allocated G&A - Boiler & Machinery	-	0.00	-	0.00
Allocated G&A - Auto Physical Damage	85	0.00	998	0.01
Total Expense	<u>173,469</u>	<u>2.44</u>	<u>1,482,024</u>	<u>12.89</u>
Net Operating Income (Loss)	6,569,807	92.49	3,222,252	28.02
Investment Income				
Interest Income - Liability	295,694	4.16	3,788,590	32.95
Realized Gain on Investment	588,300	8.28	2,392,400	20.80
Unrealized Gain on Investment	<u>(350,329)</u>	<u>(4.93)</u>	<u>2,096,029</u>	<u>18.23</u>
Total Investment Income	533,665	7.51	8,277,019	71.98
Other Income/ Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Net Income (Loss)	<u>7,103,472</u>	<u>100.00</u>	<u>11,499,270</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
For the Twelve Months Ending June 30, 2009  
**Liability**

	June	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	791,461	11.15	9,502,536	83.77
Fees Earned	-	0.00	-	0.00
Other Income	-	0.00	-	0.00
Total Operating Revenues	<u>791,461</u>	11.15	<u>9,502,536</u>	83.77
<b>Claim Expense</b>				
Settlement Reimbursements	-	0.00	-	0.00
Current Year Loss Provision	119,219	1.68	8,919,219	78.62
Loss Reserve Adjustment (Prior Year)	(6,273,394)	(88.36)	(6,273,394)	(55.30)
Insurance Premiums	<u>204,446</u>	<u>2.88</u>	<u>2,453,396</u>	<u>21.63</u>
Total Claim Expense	<u>(5,949,729)</u>	<u>(83.80)</u>	<u>5,099,221</u>	<u>44.95</u>
Gross Profit (Loss)	6,741,190	94.94	4,403,315	38.82
<b>Operating Expenses</b>				
Salaries	48,359	0.68	438,476	3.87
PERS Contributions	6,394	0.09	82,326	0.73
Health Benefits	6,486	0.09	78,318	0.69
Life Insurance	263	0.00	3,044	0.03
Disability Insurance	-	0.00	7,537	0.07
Office Liability Insurance	573	0.01	5,116	0.05
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	1,246	0.02	12,035	0.11
Payroll Tax Expense	713	0.01	6,495	0.06
Payroll Services	156	0.00	2,305	0.02
Admin - Training/Conferences/Travel/Mtgs	1,821	0.03	16,248	0.14
Risk Mgmt - Conferences/Travel/Mtgs	255	0.00	4,095	0.04
Risk Mgmt - Training & Materials	-	0.00	66,546	0.59
Temporary Services	-	0.00	-	0.00
Accounting Services	1,200	0.02	2,200	0.02
Actuarial Services	-	0.00	13,500	0.12
Audit - Claims	-	0.00	-	0.00
Audit - Financial	5,450	0.08	16,320	0.14
Computer Programming	-	0.00	1,828	0.02
Info Systems Technical Support	2,758	0.04	18,169	0.16
Legal - Board Counsel - G&A	10,645	0.15	30,737	0.27
Legal - Board Counsel - Claims	(3,444)	(0.05)	-	0.00
Other Claim Expenses	-	0.00	-	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	1,200	0.02	3,600	0.03
Other Consultants	1,413	0.02	7,101	0.06
Bond Premiums	443	0.01	6,553	0.06
Copying/Printing	1,629	0.02	16,730	0.15
Computer H/W & S/W Expensed	-	0.00	2,030	0.02

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**Liability**

	June	% to Net Income	YTD	% to Net Income
Depreciation	3,437	0.05	41,331	0.36
Dues/Memberships	450	0.01	1,678	0.01
CAJPA Accreditation	-	0.00	4,750	0.04
Equipment Rental	2,692	0.04	25,946	0.23
Maintenance & Repair - Equipment	57	0.00	412	0.00
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	-	0.00	1,954	0.02
Office Rent	7,211	0.10	77,373	0.68
Office Supplies	316	0.00	5,364	0.05
Postage/Shipping	311	0.00	2,864	0.03
Publications	1,778	0.03	19,709	0.17
Promotion/Advertising	-	0.00	4,906	0.04
Telecommunications	1,037	0.01	9,784	0.09
SPARTA/Spec Event Prog Policy	38	0.00	500	0.00
Personel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	-	0.00	4,538	0.04
Annual Retreat	54,086	0.76	58,049	0.51
Board Meeting Expense	1,694	0.02	33,006	0.29
Gen'l Liability - Training	-	0.00	9,000	0.08
BOD - Brd Mtg Travel Expense	679	0.01	8,876	0.08
BOD - Conferences	1,545	0.02	36,297	0.32
Asset Management Fees - Chandler	7,970	0.11	98,273	0.87
RMIS - Hosting	(1,000)	(0.01)	15,000	0.13
RMIS - Support	3,500	0.05	17,500	0.15
Bank Charges	46	0.00	13,019	0.11
Other Expenses	66	0.00	932	0.01
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(924)	(0.01)	(11,000)	(0.10)
Total Expense	<u>172,547</u>	<u>2.43</u>	<u>1,321,371</u>	<u>11.65</u>
Net Operating Income (Loss)	6,568,643	92.51	3,081,944	27.17
Investment Income				
Interest Income	293,573	4.13	3,773,755	33.27
Realized Gain on Investment	588,300	8.29	2,392,400	21.09
Unrealized Gain on Investment	<u>(350,329)</u>	<u>(4.93)</u>	<u>2,096,029</u>	<u>18.48</u>
Total Investment Income	531,543	7.49	8,262,184	72.83
Other Income/Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	-	0.00	-	0.00
Net Income (Loss)	<u>7,100,186</u>	<u>100.00</u>	<u>11,344,128</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**Property**

	June	% to Net Income	YTD	% to Net Income
<b>Operating Revenues</b>				
Member Contributions	\$ 204,315	0.00	\$ 2,451,736	0.00
Appraisal Fees	-	0.00	259,766	0.00
Fees Earned	837	0.00	10,000	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>29,902</u>	0.00
Total Operating Revenues	205,152	0.00	2,751,404	0.00
<b>Claim Expense</b>				
Settlements Paid	-	0.00	274,996	0.00
Settlement Reimbursements	-	0.00	(274,996)	0.00
Insurance Premiums	204,284	0.00	2,451,441	0.00
PY Ins Premium Adj	<u>-</u>	<u>0.00</u>	<u>-</u>	0.00
Total Claim Expense	<u>204,284</u>	<u>0.00</u>	<u>2,451,441</u>	0.00
Gross Profit (Loss)	868	0.00	299,963	0.00
<b>Operating Expenses</b>				
Claims Adjustment Fee	-	0.00	2,908	0.00
Allocated G&A - Property	837	0.00	10,000	0.00
Other Consultants - Property	<u>-</u>	<u>0.00</u>	<u>146,747</u>	<u>0.00</u>
Total Operating Expenses	<u>837</u>	<u>0.00</u>	<u>159,655</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 31</u>	<u>100.00</u>	<u>\$ 140,308</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**Boiler and Machinery**

	June	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 26,750	0.00	\$ 321,000	0.00
Total Operating Revenues	<u>26,750</u>	0.00	<u>321,000</u>	0.00
Claim Expense				
Settlements Paid - B&M	2,500	0.00	132,516	0.00
Settlement Reimbursements - B&M	(2,500)	0.00	(132,516)	0.00
Insurance Premiums	26,750	0.00	321,000	0.00
PY Ins Premium Adj	<u>0</u>	0.00	<u>0</u>	0.00
Total Claim Expense	<u>26,750</u>	0.00	<u>321,000</u>	0.00
Operating Expenses				
Allocated G&A - B&M	<u>-</u>	0.00	<u>-</u>	0.00
Total Operating Expenses	<u>-</u>		<u>-</u>	
Investment Income	<u>-</u>	0.00	<u>-</u>	0.00
Net Income (Loss)	<u>\$ (0)</u>	<u>100.00</u>	<u>\$ (0)</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**Auto Physical Damage**

	June	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 29,804	0.00	\$ 330,406	0.00
PY Member Contributions	-	-	2,054	0.00
Fees Earned	<u>87</u>	<u>0.00</u>	<u>1,000</u>	<u>0.00</u>
Total Operating Revenues	29,891	0.00	333,460	0.00
Claim Expense				
Settlements Paid	-	0.00	76,307	0.00
Settlement Reimbursements	-	0.00	(76,307)	0.00
Insurance Premiums	28,673	0.00	330,407	0.00
PY Ins Premium Adj	<u>-</u>	<u>0.00</u>	<u>2,055</u>	<u>0.00</u>
Total Claim Expense	<u>28,673</u>	<u>0.00</u>	<u>332,462</u>	<u>0.00</u>
Gross Profit (Loss)	1,218	0.00	998	0.00
Operating Expenses				
Allocated G&A - Auto Physical Damage	<u>85</u>	<u>0.00</u>	<u>998</u>	<u>0.00</u>
Total Operating Expenses	85	0.00	998	0.00
Operating Income (Loss)	1,133	0.00	-	0.00
Net Income (Loss)	<u>\$ 1,133</u>	<u>100.00</u>	<u>\$ -</u>	<u>100.00</u>

**CJPRMA**  
**STATEMENT OF OPERATIONS**  
**For the Twelve Months Ending June 30, 2009**  
**Workers' Compensation**

	June	% to Net Income	YTD	% to Net Income
Operating Revenues	\$0	0.00	\$0	0.00
Claim Expense	0	0.00	0	0.00
Operating Expenses	0	0.00	0	0.00
Investment Income				
Interest Income	<u>2122</u>	<u>100.00</u>	<u>14834</u>	<u>100.00</u>
Total Investment Income	2122	100.00	14834	100.00
Net Income (Loss)	<u>\$2,122</u>	<u>100.00</u>	<u>\$14,834</u>	<u>100.00</u>

**CJPRMA**  
**ACTUAL EXPENSES VS BUDGET**  
**For the Twelve Months Ending June 30, 2009**

	Annual Budget FY 08/09 100%	Budget YTD 100%	Expense YTD	% of Annual Budget	Variance under/ (over)
<b>Personnel</b>					
Salaries	\$ 461,100	\$ 461,100	\$ 438,476	95.1%	\$ 22,624
Auto Allowance	11,400	11,400	12,035	105.6%	(635)
PERS Contributions	75,000	75,000	82,326	109.8%	(7,326)
Health Benefits	66,500	66,500	78,318	117.8%	(11,818)
Life Insurance	5,000	5,000	3,044	60.9%	1,956
Disability Insurance	8,500	8,500	7,537	88.7%	963
Workers' Comp. Insurance	6,000	6,000	4,538	75.6%	1,462
Payroll Tax Expense	6,900	6,900	6,495	94.1%	405
General Manager - Wellness Program	1,800	1,800	-	0.0%	1,800
<b>Total Personnel Expenses</b>	<b>642,200</b>	<b>642,200</b>	<b>632,771</b>	<b>98.5%</b>	<b>9,429</b>
<b>Maintenance &amp; Operation</b>					
Office Rent	85,000	85,000	77,373	91.0%	7,627
Equipment Rental	30,000	30,000	25,946	86.5%	4,054
Maintenance & Repair - Equipment	2,000	2,000	412	20.6%	1,588
Office Liability Insurance	8,000	8,000	5,116	64.0%	2,884
Bond Premiums	6,000	6,000	6,553	109.2%	(553)
Payroll Services	2,700	2,700	2,305	85.4%	395
Tuition Reimbursement	500	500	-	0.0%	500
Office Supplies	8,000	8,000	5,364	67.0%	2,636
Telecommunications	9,000	9,000	9,784	108.7%	(784)
SPARTA/Spec Event Prog Policy	6,000	6,000	500	8.3%	5,500
Postage/Shipping	6,000	6,000	2,864	47.7%	3,136
Personnel Recruitment	7,500	7,500	-	0.0%	7,500
Dues/Memberships	5,000	5,000	1,678	33.6%	3,322
Publications	18,000	18,000	19,709	109.5%	(1,709)
Copying/Printing	15,000	15,000	16,730	111.5%	(1,730)
Promotion/Advertising	-	-	4,906	0.0%	(4,906)
CIPRA	-	-	-	0.0%	-
CAJPA Accreditation	-	-	4,750	0.0%	(4,750)
Furniture & Equipment Expensed	4,000	4,000	1,954	48.9%	2,046
Computer H/W & S/W Expensed	10,000	10,000	2,030	20.3%	7,970
Info Systems Technical Support	12,000	12,000	18,169	151.4%	(6,169)
Computer Programming	5,000	5,000	1,828	36.6%	3,173
Actuarial Services	19,000	19,000	13,500	71.1%	5,500
Audit - Financial	16,000	16,000	16,320	102.0%	(320)
Audit - Claims	45,000	45,000	-	0.0%	45,000
Temporary Services	2,000	2,000	-	0.0%	2,000
Accounting Services	2,000	2,000	2,200	110.0%	(200)
Legal - Board Counsel - G&A	28,000	28,000	30,737	109.8%	(2,737)
Legal - Board Counsel - Claims	75,000	75,000	80,508	107.3%	(5,508)
Legal - Outside - G&A	2,500	2,500	-	0.0%	2,500
Legal - Outside - Claims	75,000	75,000	970,852	1294.5%	(895,852)
Other Claim Expenses	5,000	5,000	79,440	1588.8%	(74,440)

**CJPRMA**  
**ACTUAL EXPENSES VS BUDGET**  
**For the Twelve Months Ending June 30, 2009**

	Annual Budget FY 08/09 100%	Budget YTD 100%	Expense YTD	% of Annual Budget	Variance under/ (over)
Treasurer Fees	3,600	3,600	3,600	100.0%	-
Other Consultants	5,000	5,000	7,101	142.0%	(2,101)
Admin - Conferences/Travel/Mtgs	15,000	15,000	16,248	108.3%	(1,248)
Risk Mgmt - Conferences/Travel/Mtgs	8,000	8,000	4,095	51.2%	3,905
Risk Mgmt -Training & Supplies	75,000	75,000	66,546	88.7%	8,454
Gen'l Liability - Training	36,000	36,000	9,000	25.0%	27,000
BOD - Brd Mtg Travel Exp	11,000	11,000	8,876	80.7%	2,124
BOD - Conferences	25,000	25,000	36,297	145.2%	(11,297)
Board Meeting Expense	15,000	15,000	33,006	220.0%	(18,006)
Annual Retreat	45,000	45,000	58,049	129.0%	(13,049)
Asset Management Fees	86,000	86,000	98,273	114.3%	(12,273)
RMIS - Hosting	12,000	12,000	15,000	125.0%	(3,000)
RMIS - Support	14,000	14,000	17,500	125.0%	(3,500)
Bank Charges	10,000	10,000	13,019	130.2%	(3,019)
Other Expenses	3,500	3,500	932	26.6%	2,568
Contingency Fund	25,000	25,000	-	0.0%	25,000
<b>Total Maint. &amp; Op. Expenses</b>	<b>898,300</b>	<b>898,300</b>	<b>1,789,070</b>	<b>199.2%</b>	<b>(890,770)</b>
<b>Capital Outlay</b>					
Capital Outlay	50,000	50,000	12,850	25.7%	37,150
<b>Total Capital Outlay</b>	<b>50,000</b>	<b>50,000</b>	<b>12,850</b>	<b>25.7%</b>	<b>37,150</b>
<b>Subtotal</b>	<b>1,590,500</b>	<b>1,590,500</b>	<b>2,434,691</b>	<b>153.1%</b>	<b>(844,191)</b>
<b>Less:</b>					
Assessment Against Liability Reserve	155,000	155,000	1,130,801	729.5%	(975,801)
Assessment Against Interest	86,000	86,000	98,273	114.3%	(12,273)
<b>Total G&amp;A</b>	<b>\$ 1,349,500</b>	<b>\$ 1,349,500</b>	<b>\$ 1,205,617</b>	<b>89.3%</b>	<b>\$ 143,883</b>

## Budget to Income Statement Reconciliation - June 30, 2009

	YTD Budget Expenses		\$ 2,434,691
Add:	Depreciation	41,331	
	Claims Adjustment Fee - Property Program	2,908	
	Other Consultants - Property Program	<u>146,747</u>	190,986
Less:	Capitalized Furniture	-	
	Capitalized Equipment	12,850	
	Legal - Board Counsel - Claims	80,508	
	Legal - Outside - Claims	970,852	
	Other Claim Expenses	<u>79,440</u>	1,143,651
	<b>Adjusted Budget Exps</b>		<u><b>1,482,024</b></u>
	<b>G&amp;A Expenses on Income Statement</b>		<u><b>1,482,024</b></u>

### Capitalized Items Acquired FY 08/09


1-900-01	<u>Furniture</u>	<u>Cost</u>	
1-920-01	<u>Equipment</u>		
	Oct-09 Emergency Back-Up	4,547	
	Oct-09 Desktop Computer - s/n 48108414DEL1	1,398	
	Oct-09 Desktop Computer - s/n 48108414DEL2	1,398	
	Oct-09 Desktop Computer - s/n 48108414DEL3	1,398	
	Jun-09 Dell Latitude	2,259	
	Jun-09 HP Elite Book 693p	1,852	12,850
			<u>12,850</u>

### Budget Allocation for Capitalized Items

	<u>Budget</u>	<u>Expensed</u>	
6-305-01 Capital Outlay	50,000		
	Oct-09 Emergency Back-Up	4,547	
	Oct-09 Desktop Computer - s/n 48108414DEL1	1,398	
	Oct-09 Desktop Computer - s/n 48108414DEL2	1,398	
	Oct-09 Desktop Computer - s/n 48108414DEL3	1,398	
	Jun-09 Dell Latitude	2,259	
	Jun-09 HP Elite Book 693p	1,852	
			<u>\$ 12,850</u>

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 2</b>	<b><u>Title:</u> ADDITIONAL COVERED PARTY CERTIFICATES APPROVED BY THE GENERAL MANAGER</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1094</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  Approval of the additional covered party certificates that have been issued by the General Manager.	
<b><u>Item Explanation:</u></b>  Attached hereto, as Exhibit 1, is a list of the 102 additional covered party certificates that have been approved by the General Manager and issued since the last board meeting.	
<b><u>Fiscal Impact:</u></b>  None.	
<b><u>Exhibits:</u></b>  1) List of additional covered party certificates approved by the General Manager.	

**Board Action:**

**Certificates of Coverage**  
**Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Alameda		East Bay Regional Park District	Special Use Agreement between the City of Alameda and East Bay Regional Park District for an exclusive license to operate a dog park at Crown Memorial State Beach and lower Washington Park.	6/30/2010	\$500,000	\$1,500,000
Alameda		Yamaha Golf Cars of California, Inc.	Rental of 10 golf cars for the City 4th of July parade.	7/6/2009	\$500,000	\$1,500,000
Fairfield		PG&E, its directors, officers, agents and employees	The City operates a cogeneration facility for electric power it uses for the City Hall campus. Excess electricity produced, but not used, is sold back to PG&E.	6/30/2010	\$500,000	\$500,000
Fairfield		Spectrum Real Estate Solano, Inc.	For property management activities located at 1001 Texas Street, Fairfield, California ("the property"), a commercial real estate project containing approximately 7,148 square feet ("Building")	6/30/2010	\$500,000	\$500,000
Fremont		Allied Irish Banks, p.l.c	2008 Financing Project (variable rate certificates of participation) Main Library, Fire Stations 8 & 9	6/30/2010	\$500,000	\$2,500,000
Fremont		Allied Irish Banks, p.l.c	2008 Financing Project (variable rate certificates of participation) Main Library, Fire Stations 8 & 9	6/30/2010	\$500,000	\$2,500,000
Fremont		Child, Family & Community Service Inc.	Early Childhood Mental Health Agreement	6/1/2010	\$500,000	\$500,000
Fremont		County of Alameda	HPRP Services Agreement	6/30/2010	\$500,000	\$500,000
Fremont		Marriott International Inc., Marriott Hotel Services Inc., Everest, AEW Fremont, LLC	Fire rescue training	10/1/2009	\$500,000	\$9,500,000
Fremont		The Bank of New York Mellon Trust Co.	2008 Financing Project Leased Property Maintenance Center	6/30/2010	\$500,000	\$2,500,000
Livermore		Aahmes Shriners, Board of Directors, Employees, Agents and Representatives	Community workshop to discuss potential BART extension to Livermore.	10/22/2009	\$500,000	\$500,000
Livermore		Alameda County Housing & Community Development	Grant agreement with Alameda County (Agreement Attached)	6/30/2010	\$500,000	\$500,000

**Certificates of Coverage**  
**Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Livermore		Shea Center Livermore, LLC	Access to Shea Property for the purpose of constructing roadway improvements pursuant to the Isabel Interchange Project.	6/30/2010	\$500,000	\$1,500,000
Lodi		"Lodi Grape Festival and National Wine Show, Inc., the County of San Joaquin, State of California, their Agents, Officers, Directors, Servants and Employees."	Use of Grape Festival Grounds property for vehicle parking	7/26/2009	\$500,000	\$500,000
Lodi		Lodi Grape Festival and National Wine Show, Inc. the County of San Joaquin, the State of California, their agents, officers, directors, servants and employees	Greater Lodi Youth Commission's Fall Formal Dance.	10/25/2009	\$500,000	\$500,000
Lodi		Northern California Conference of Seventh-day Adventists	Use of Lodi Academy and Lodi Seventh-day Adventist School grounds by Lodi Police Department for K9 handlers and trainers for training.	6/30/2010	\$500,000	\$500,000
Lodi		That State of California, the Lodi Grape Festival, County of San Joaquin, their agents, directors, officers, servants and employees	The Greater Lodi Youth Commission will hold the "Crush Dance" at the Cabernet Hall of the Lodi Grape Festival Grounds	8/8/2009	\$500,000	\$500,000
Lodi		Union Pacific Railroad Company	Installation of raw water quality pipe.	9/12/2009	\$500,000	\$1,500,000
NCCSIF	Anderson	Anderson Union High School District its elected or appointed officials, employees, agents and volunteers	Use of facilities including the pool for youth and Adult Programs throughout the policy year.	6/30/2010	\$1,000,000	\$9,000,000
NCCSIF	Anderson	Union Pacific Railroad Company	The Pipeline Crossing Agreement between the Union Pacific Railroad Company and the City of Anderson to construct, maintain and operate one 48 inch pipeline.	6/30/2010	\$1,000,000	\$1,000,000
NCCSIF	Yuba City	Yuba-Sutter Transit Authority	As respects liability arising out of work or operations performed by or on behalf of the City of Yuba City for the Design Phase of the renovation of the Yuba-Sutter Transit Facility located at 2100 B Street, Maryville, CA	6/30/2010	\$1,000,000	\$1,000,000
REMIF	Arcata	Humboldt County	Step Up! Work Experience Program	6/30/2010	\$500,000	\$500,000
REMIF	Arcata	State of California, its officers, agents and employees	Rail-trail project grant	6/30/2010	\$500,000	\$500,000

**Certificates of Coverage  
Approved by the General Manager**

<b>Member Entity</b>	<b>Sub Member</b>	<b>IssuedTo</b>	<b>Event</b>	<b>Expiration</b>	<b>S.I.R.</b>	<b>Excess Coverage</b>
REMIF	Arcata	The Church of Jesus Christ of Latter-day Saints	Orchestra Concert	12/5/2009	\$500,000	\$500,000
REMIF	Arcata	The State of California, Trustees of the California State University, the University, their officers, employees, representatives and volunteers	Natural Resources Science Camp	8/8/2009	\$500,000	\$500,000
REMIF	Eureka	County of Humboldt - CalWORKS Welfare-to-Work Program	Welfare-to-Work Program or Employment Training Division participants placed by the county that perform services for or on behalf of the City of Eureka	6/30/2010	\$500,000	\$500,000
REMIF	Eureka	General Growth Properties, Inc., Marketing Managers, Bay Shore Mall Partners, their respective and indirect parents and subsidiaries, any affiliated entities, successors, assigns and current or future director, officer, employer, partner, member or agent of any of them	Use of facilities for non-destructive fire training	6/30/2010	\$500,000	\$1,500,000
REMIF	Fortuna	Pacific Gas & Electric Co.	Generating Facility	6/30/2010	\$500,000	\$1,500,000
REMIF	Healdsburg	The County of Sonoma and Sonoma County Community Development Commission, its officers and employees	"CDBG Block grant funds for sidewalk ADA improvements."	6/30/2010	\$500,000	\$500,000
REMIF	Lakeport	The State of California, The District Agricultural Association, County Fair, The County of Lake, their agents, directors, officers, servants, and employees	Exhibitor space at Lake County Fair	9/8/2009	\$500,000	\$500,000
REMIF	Rohnert Park	Sonoma County Junior College District, its Governing Board and each member thereof, its agents, servants and employees.	Use of training facility and firing range	6/30/2010	\$500,000	\$500,000
REMIF	Sebastopol	Pacific Gas & Electric Company	Install solar panels Sebastopol Contract#2008-08	1/1/2010	\$500,000	\$500,000
REMIF	Sebastopol	Sonoma County Community Development Commission	Grant for city-wide ADA accessibility improvements.	6/30/2010	\$500,000	\$500,000
REMIF	Sebastopol	The County, its officers and employees	Encroachment Permit to repair West County Trail.	1/1/2010	\$500,000	\$500,000
REMIF	Sonoma	County of Sonoma, its officers, agents and employees	Youth & Family Services Program	6/30/2010	\$500,000	\$500,000

**Certificates of Coverage  
Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
REMIF	Sonoma	Sonoma County Community Development Commission, its officers, agents, and employees	Grand funding CDBG Sonoma Hwy for the Senior Properties Energy Efficiency Retrofit.	6/30/2010	\$500,000	\$500,000
REMIF	Sonoma	Sonoma County Community Development Commission, its officers, agents, and employees	Grant Funding CDBG Sonoma Hwy affordable housing agreement.	6/30/2010	\$500,000	\$500,000
REMIF	Ukiah	North Ukiah Little League, its officers and employees	Youth baseball practice and games.	11/1/2009	\$500,000	\$500,000
REMIF	Ukiah	State of California, the 12th District DAA, County Fair, The County of Mendocino, Citrus Fruit Fair, or California Exposition and the State Fair, their directors, officers, agents, servants, and employees	Pumpkin Fest Parade	10/19/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District ,its officers and employees	Use of Facilities for Hoop Shoot.	12/6/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of facilities for Youth basketball league practice.	3/27/2010	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of Facilities for Basketball Class	10/30/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of Facilities for Basketball class	11/6/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of facilities for Youth basketball camp	11/25/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of Facilities for Youth basketball league games	3/27/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of Facilities for Youth basketball league practice	6/30/2010	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of Facilities for Youth basketball league practice	3/27/2009	\$500,000	\$500,000
REMIF	Ukiah	Ukiah Unified School District, its officers and employees	Use of facilities for Youth Basketball league practice	3/27/2010	\$500,000	\$500,000
REMIF	Windsor	County of Sonoma, So. Co. Community Development Commission, its officers and employees	CDBG Senior Center ADA project.	6/30/2010	\$500,000	\$500,000
REMIF	Windsor	Sonoma County Junior College District (SRJC)	Reservoir project for delivery and use of reclaimed water	6/30/2010	\$500,000	\$1,500,000

**Certificates of Coverage  
Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
REMIF	Windsor	Windsor Unified School District	Development in easement	1/1/2009	\$500,000	\$1,500,000
Richmond		City National Bank	Viron mechanical retrofit and energy management project, Lease #02-070-AF	6/30/2010	\$500,000	\$500,000
Richmond		Oakland PIC, its officers, employees and agents	Funding for Youth Works to enroll eligible youth in the i-80 Opportunity Corridor program to reduce youth involvement in gang activities.	6/30/2010	\$500,000	\$500,000
Richmond		West Contra Costa Unified School District	Ongoing rentals of West Contra Costa Unified School District properties for various meetings and special events.	6/30/2010	\$500,000	\$500,000
Roseville		State Farm Mutual Automobile Insurance Co. & Property Management Co.	Exhibitor participation in a Fair	9/10/2009	\$500,000	\$500,000
Roseville		The Governing Body of Golden Sierra Job Training Agency, its officers, agents and employees	WIA Service Provider Contract	6/30/2010	\$500,000	\$500,000
San Rafael		San Rafael City School District	City of San Rafael desires to lease from the San Rafael City School District the property know as classroom #6 located at 75 Happy Lane, San Rafael, CA which space will be used for child care purposes.	6/16/2010	\$500,000	\$500,000
San Rafael		San Rafael Joint Powers Financing Authority, its members, officers, agents and employees, Union Bank of California, N.A	Financing for lease of property and construction of parking garage.	6/30/2010	\$500,000	\$4,500,000
Santa Rosa		EMI Santa Rosa LP , its Managing Agent, Simon Property Group, Inc. and their respective officers, directors, shareholders, members, partners, parents, subsidiaries, related and affiliated entities, agents, servants and employees.	Use of property for public art display	10/27/2009	\$500,000	\$1,500,000
Santa Rosa		Roseland School District	Use of facilities for a workshop on reducing energy costs	7/19/2009	\$500,000	\$500,000
Santa Rosa		Sonoma County Agricultural Preservation and Open Space District	Use of premises for firefighter safety and survival training, and wildland fire tactics training.	9/11/2009	\$500,000	\$4,500,000

**Certificates of Coverage  
Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Santa Rosa		The Sonoma County Fair & Exposition Inc. and the County of Sonoma, their officers and employees	Santa Rosa Annual Fair Extraordinary Police Service	8/10/2009	\$500,000	\$500,000
Santa Rosa		The Sonoma County Fair & Exposition Inc. and the County of Sonoma, their officers and employees, are named as additional insured for all liability arising out of the ongoing and completed operations by or on behalf of the named insured in the performance of the Agreement between the Sonoma County Fair & Exposition Inc, and City of Santa Rosa Public Works.	Storm water and environmental projects informational booth	8/11/2009	\$500,000	\$500,000
SCORE	Loomis	Placer Union High School District - Del Oro High School	Annual Fall Clean Up Day for Town of Loomis	11/1/2009	\$500,000	\$500,000
SCORE	Portola	Holy Family Parish and the Roman Catholic Bishop of Sacramento	City sponsored Railroad Days Festival, display and rides on Monster Truck.	8/24/2009	\$500,000	\$500,000
SCORE	Rio Dell	County of Humboldt, Economic Development Division	For the Food Collaborative Grant.	6/30/2010	\$500,000	\$500,000
Stockton		Reclamation District 2029	Assessment Agreement of the Empire Tract	6/30/2010	\$1,000,000	\$4,000,000
Sunnyvale		Cargill Incorporated	Access to cross a portion of property owned by Cargill in conjunction with San Francisco Bay Bird Observatory's (SFBBO) contract with the City of Sunnyvale to perform on-going bird monitoring for possible avian botulism outbreaks on lands owned or operated by the City of Sunnyvale	6/30/2010	\$500,000	\$1,500,000
Sunnyvale		Downtown Sunnyvale North, LLC a Delaware Limited Liability Company	Permit to enter to allow City of Sunnyvale and its contractor, Joseph J. Albanese, Inc., a California Corp, to store, lay down, and use the Premises for staging of construction materials for use in connection with the Murphy Ave Streetscape project, a City of Sunnyvale public works project.	4/27/2010	\$500,000	\$500,000
Sunnyvale		Foothill-De Anza Community College District	Conducting of classes by Foothill College staff at City of Sunnyvale facilities.	6/30/2010	\$500,000	\$500,000

**Certificates of Coverage**  
**Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Sunnyvale		RREEF America L.L.C., a Delaware limited liability company	Permit to enter to allow City of Sunnyvale and its contractor, Joseph J. Albanese, Inc., a California Corp, to store, lay down, and use the Premises for staging of construction materials for use in connection with the Murphy Ave Streetscape project, a City of Sunnyvale public works project.	4/27/2010	\$500,000	\$500,000
Sunnyvale		RREEF America REIT III Corp. KK, a Maryland corporation	Permit to enter to allow City of Sunnyvale and its contractor, Joseph J. Albanese, Inc., a California Corp, to store, lay down, and use the Premises for staging of construction materials for use in connection with the Murphy Ave Streetscape project, a City of Sunnyvale public works project.	4/27/2010	\$500,000	\$500,000
Sunnyvale		South Bay Regional Public Safety Training Consortium	Use of shooting range and classroom	6/30/2010	\$500,000	\$500,000
Sunnyvale		Sunnyvale T&C, LLC, a California limited liability Company	Permit to enter to allow City of Sunnyvale and its contractor, Joseph J. Albanese, Inc., a California Corp, to store, lay down, and use the Premises for staging of construction materials for use in connection with the Murphy Ave Streetscape project, a City of Sunnyvale public works project.	4/27/2010	\$500,000	\$500,000
Sunnyvale		United Commercial Bank, a California banking corporation	Permit to enter to allow City of Sunnyvale and its contractor, Joseph J. Albanese, Inc., a California Corp, to store, lay down, and use the Premises for staging of construction materials for use in connection with the Murphy Ave Streetscape project, a City of Sunnyvale public works project.	4/27/2010	\$500,000	\$500,000
Vacaville		Horizon Tower, LLC	Contract agreement to allow Horizon Tower to continue to occupy the City's property on top of hill above Butcher Rd.	6/30/2010	\$500,000	\$1,500,000

**Certificates of Coverage**  
**Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Vallejo		County of Solano and its officers, agents and employees	Funding for a Homeland Securities Grant for our Fire Department	1/1/2010	\$500,000	\$1,000,000
Vallejo		Vallejo City Unified School District	Information meeting for the public on Code Enforcement.	10/15/2009	\$500,000	\$500,000
YCPARMIA	County of Yolo	County Fair Fashion Mall, LLC: Primero Management, Inc., and its employees, officers and directors.	Use of parking lot for overflow parking for Senior Center	10/4/2009	\$500,000	\$500,000
YCPARMIA	County of Yolo	Davis Indoor Sports Center, LLC	Agreement Number 09-90 for Leased Property at 2801 Second Street, Suite A, Davis, California	6/30/2010	\$500,000	\$500,000
YCPARMIA	County of Yolo	Penske Truck Leasing Co. LP.	Rental Agreement #A36146 for 40' Insulated SD 4X4, Serial #1FDAF57F26EC91220 Ford Altec F-550 AT35G	8/1/2009	\$500,000	\$500,000
YCPARMIA	County of Yolo	State of California, 40th District Agricultural Associations, County Fairs, or Citrus Fairs, or California Exposition and State Fair, their officers, agents, servants, and employees, only insofar as the operations under the contract are concerned	For security provided by the Yolo County Sheriff's Department at the Yolo County Fair Grounds during the County Fair (Agreement FS-14-09)	8/24/2009	\$500,000	\$500,000
YCPARMIA	County of Yolo	State of California, 40th District Agricultural Associations, County Fairs, or Citrus Fairs, or California Exposition and State Fair, their officers, agents, servants, and employees, only insofar as the operations under the contract are concerned	Sheriff's Department Posse use of John Rogers Hall and parking lot for Dinner/Dance	10/4/2009	\$500,000	\$500,000
YCPARMIA	County of Yolo	UCDHS and its directors, officers, agents and employees	Agreement #H09-00042V- ESCAPE Agreement (Grant-Related Equipment Loan)	10/1/2009	\$500,000	\$4,500,000
YCPARMIA	County of Yolo	Worksite, its elected representatives, officers, agents, employees and volunteers	Agreement Number CW06-07- Amendment 1 regarding Work Experience Training pursuant to the Workforce Investment Act.	6/30/2010	\$500,000	\$1,500,000
YCPARMIA	County of Yolo	Worksite, its elected representatives, officers, agents, employees and volunteers.	Agreement Number CW07-07- Amendment 1 regarding Cal Works Work Experience and Community Service Training.	6/30/2010	\$500,000	\$500,000

**Certificates of Coverage  
Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
YCPARMIA	Davis	Area 4 Agency on Aging	Information and Assistance - Agreement Number 71-01-57-10	6/30/2010	\$500,000	\$500,000
YCPARMIA	Davis	Davis Chamber of Commerce	Participation in Chamber Day on the Quad at UC Davis	10/15/2009	\$500,000	\$500,000
YCPARMIA	Davis	Davis Joint Unified School District	Fourth of July Fireworks Celebration	7/5/2009	\$500,000	\$9,500,000
YCPARMIA	Davis	The Regents of the University of California	Use of facilities for US Bicycling Hall of Fame Induction Dinner	11/8/2009	\$500,000	\$500,000
YCPARMIA	Davis	Yolo County Housing, its officers, officials, employees. Volunteers and agents	Use of facilities/grounds for Davis Neighborhood Night Out event.	10/12/2009	\$500,000	\$500,000
YCPARMIA	West Sacramento	Raley's	Neighbor's Fair- Use of asphalt access road located near 3rd and West Capitol Avenues. And the parking lot located to the north of West Capitol Ave to G Street between 3rd and 4th Streets & West Capitol Ave.	10/4/2009	\$500,000	\$500,000
YCPARMIA	West Sacramento	The Grupe Company	Neighbor's Fair - Use of parking lot at 500 Douglas Street	10/4/2009	\$500,000	\$500,000
YCPARMIA	West Sacramento	Union Pacific Railroad Company	Pipeline Crossing Agreement Folder No.02562-72, Mile Post 1.25, Holland Ind Lead	6/30/2010	\$500,000	\$1,500,000
YCPARMIA	West Sacramento	Washington Unified School District	Neighbor's Fair- Use of parking lot of Elkhorn Elementary School at West corner of Cummings and Douglas Streets for parade assembly and staging area.	10/4/2009	\$500,000	\$500,000
YCPARMIA	Winters	First 5 Yolo	Agreement #CFC9-445 Jardin de Ninos Preschool.	6/30/2010	\$50,000	\$500,000
YCPARMIA	Winters	The County of Solano, the State of California, and County and State officers, agents, and employees	Assembly permit for Duathlon - Run & Bike Event	10/5/2009	\$500,000	\$4,500,000
YCPARMIA	Winters	Winters Joint Unified School District	Use of Classrooms at Waggoner Elementary and Shirley Rominger Intermediate School for After School Program	5/28/2010	\$500,000	\$500,000
YCPARMIA	Winters	Winters Joint Unified School District	Use of the Winters High School Football field for Fourth of July Fireworks Celebration	7/5/2009	\$500,000	\$500,000

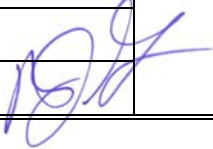
**Certificates of Coverage  
Approved by the General Manager**

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
YCPARMIA	Woodland	SMAQMD (Heavy Duty Incentive Program)	Heavy-Duty Low-Emission vehicle/Equipment/Engine Incentive Program-Existing Equipment-Caterpillar Model 914G: VIN#CAT0914GP92M02807: valued at \$84,000.	3/31/2010	\$500,000	\$500,000
YCPARMIA	Woodland	State of California , its officers, employees and servants	Operating Agreement for Woodland Opera House State Historic Park	6/30/2010	\$500,000	\$500,000
YCPARMIA	YCPARMIA	State of California, 40th District Agricultural Associations, County Fairs, or Citrus Fairs, or California Exposition and State Fair, their officers, agents, servants, and employees, only insofar as operations under this contract are concerned.	For activities held at the Yolo County Fair Grounds during the County Fair under the sponsorship of any of the member entities of YCPARMIA (reference agreements MEB09-3038, 3034, 3005,3032,3045,3067, and LCB09-1010	8/24/2009	\$500,000	\$500,000

**Total Entries: 102**

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 3</b>	<b><u>Title:</u> NOTIFICATION OF NEW CLAIMS RECEIVED</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1095</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  None. This item is for information purposes only.	
<b><u>Item Explanation:</u></b>  Attached hereto, as Exhibit 1, is a list of the 2 new claims which have been received by CJPRMA since the last board meeting.	
<b><u>Fiscal Impact:</u></b>  None.	
<b><u>Exhibits:</u></b>  1) List of new claims received by CJPRMA.	

**Board Action:**

## New Claims Received by CJPRMA

---

**1    2007-2008-0039 HERBOLD, HUGH v. City of Rohnert Park (REMIF)**

**Date of Incident:**        7/5/2007  
**Date of Claim:**         12/31/2007  
**Date of Notification:**    6/24/2009  
**Type of Claim:**         Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as a result of the arrest of the claimant by police officers of the City of Rohnert Park. Apparently, the officers had responded to a residence to investigate a report of an assault with a deadly weapon. It was approximately 2:30 a.m. As they searched the premises, they came upon the claimant asleep on a mattress in the garage. They woke him up, identified themselves, and told him to get up and show his hands. He repeatedly refused and continually swore at the officers. When they finally got him up, he refused to cooperate so they tased him. He grabbed a fan, held it over his head, and made throwing motions at the officers. He was tased again and decided to surrender.

**2    2006-2007-0056 ALFORD, JACQUELINE J. v. City of Eureka (REMIF)**

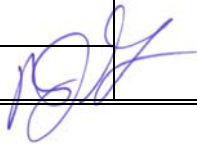
**Date of Incident:**        6/4/2007  
**Date of Claim:**  
**Date of Notification:**    6/22/2009  
**Type of Claim:**         Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as the result of the burning death of the claimant's son. Apparently, he had barricaded himself in his home as the result of a confrontation with deputies from Humboldt County. He allegedly fired at the deputies from the house. The County requested assistance from other agencies and the City of Eureka responded. During the course of a very lengthy standoff, the County Deputies decided to fire teargas canisters into the residence. The building caught fire and burned to the ground with the claimant's son inside.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 4</b>	<b><u>Title:</u> NOTIFICATION OF CLAIMS CLOSED</b>
<b>Meeting:</b> 10/15/09	
<b>Agenda Bill #: 1096</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  None. This item is for information purposes only.	
<b><u>Item Explanation:</u></b>  Attached hereto, as Exhibit 1, is a list of the 6 claims which has been closed since the last board meeting.	
<b><u>Fiscal Impact:</u></b>  None	
<b><u>Exhibits:</u></b>  1) List of claims closed by CJPRMA	

**Board Action:**

## Claims Closed by CJPRMA

---

**1    2007-2008-0038 ABRAHAMS, RICARDO M. (ESTATE OF) v. City of Woodland (YCPARMIA)**

**Date of Incident:**        5/28/2008  
**Date of Claim:**            6/6/2008  
**Date of Notification:**    6/17/2008  
**Type of Claim:**            Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as a result of the death of the claimant after a struggle with police officers of the City of Woodland. Apparently, they had been called to a voluntary crisis residential facility because the decedent, a 44 year old man, had been extremely psychotic and verbally aggressive. When the officers, the decedent was unresponsive and uncooperative. Tasers were utilized, at least a dozen times, to subdue him. After he was secured, the officers noticed that he was not breathing. They started CPR and called for emergency personnel. He was transported to a hospital where he was pronounced dead.

**Current Status:**

This matter was settled for the amount of \$300,000, without contribution from CJPRMA, so the file has been closed.

**2    2007-2008-0003 CANAS, JOSE v. City of Sunnyvale**

**Date of Incident:**        9/12/2007  
**Date of Claim:**            1/2/2008  
**Date of Notification:**    1/8/2008  
**Type of Claim:**            Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as a result of the shooting death of the decedent. Apparently, public safety officers of the City of Sunnyvale went to the decedent's residence to serve an arrest warrant. When he attempted to flee in a vehicle, by driving at the officers, they opened fire. He died of a gunshot wound to the head.

**Current Status:**

This matter was dismissed, so the file has been closed.

**3    2006-2007-0030 VADEN, CORBIN (A MINOR) v. City of Fort Bragg (REMIF)**

**Date of Incident:**        11/29/2006  
**Date of Claim:**            5/1/2007  
**Date of Notification:**    11/27/2007  
**Type of Claim:**            Bodily Injury, Breach of Contract

**Nature of Claim:**

This matter arose as the result of a traffic collision between a vehicle and a pedestrian (a 13 year old boy) which occurred in the City of Ft. Bragg. Apparently, the pedestrian was crossing a street, in a marked crosswalk, when he was struck by a tractor-trailer, driven by a construction company employee. They were working on a City project at the time.

**Current Status:**

This matter was settled for the amount of \$75,000, without contribution from CJPRMA, so the file has been closed.

## Claims Closed by CJPRMA

---

**4    2006-2007-0016 HONDA, JONNI v. City of Eureka (REMIF)**

**Date of Incident:**        12/8/2006  
**Date of Claim:**  
**Date of Notification:**    5/9/2007  
**Type of Claim:**         Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as a result of the shooting death of the decedent by police officers of the City of Eureka. Apparently, the officers went to a motel to arrest the decedent on outstanding warrants. He saw the detectives and retreated to his room. They believed that he had a firearm after talking to his girlfriend. A lengthy standoff culminated in the firing of teargas into the room. The suspect crawled out the front door and was tased, without effect. He refused to follow commands, rolled over, produced a handgun and pointed it at one of the officers. He was shot and killed.

**Current Status:**

This matter was reported on a precautionary basis. Since no claim was ever filed, the Statute of Limitations has run and the file has been closed.

**5    2005-2006-0064 SCHROTH, ANTHONY J. v. City of Cotati (REMIF)**

**Date of Incident:**        5/19/2006  
**Date of Claim:**         11/16/2006  
**Date of Notification:**    2/25/2008  
**Type of Claim:**         Bodily Injury, Personal Injury

**Nature of Claim:**

This matter arose as a result of the arrest of the claimant by police officers of the City of Cotati. Apparently, the officers were monitoring a very rowdy crowd at a plaza when the claimant began yelling at a bouncer from one of the clubs. When they attempted to intervene, he resisted, and was arrested for being drunk in public.

**Current Status:**

This matter was settled, without contribution from CJPRMA, so the file has been closed.

**6    2003-2004-0057 HOCKING, MARGO DIANE v. City of Roseville**

**Date of Incident:**        2/14/2004  
**Date of Claim:**         8/16/2004  
**Date of Notification:**    5/23/2006  
**Type of Claim:**         Personal Injury

**Nature of Claim:**

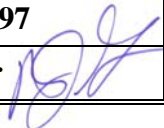
This matter arose as a result of the arrest of claimant by police officers of the City of Roseville. Apparently, after stopping a vehicle because the driver appeared to be under the influence, the driver was taken into custody. The claimant was a passenger in the vehicle. They attempted to get her to call someone to give her a ride. She also appeared to be very intoxicated. When she failed to call anyone, and became confrontational with the officers, she was arrested for being drunk as well.

**Current Status:**

The jury trial resulted in a defense verdict. The plaintiff waived her right to appeal, in exchange for a waiver of costs, so the file has been closed.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 5</b>	<b><u>Title:</u> APPOINTMENT OF NEW BOARD MEMBERS/ ALTERNATES</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1097</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  None. This item is being provided for information purposes only.	
<b><u>Item Explanation:</u></b>  Notifications regarding a change in director/alternate designation that have been received since the last meeting are indicated herein.  1) Richmond      Director – Robyn Kain, Risk Manager Alternate – Leslie T. Knight, Assistant City Manager/Human Resources Management Director  2) Roseville      Director – Stacey Haney, Human Resources Director Alternate – Lisa Achen, Human Resources Manager	
<b><u>Fiscal Impact:</u></b>  None.	
<b><u>Exhibits:</u></b>  1) Letter from Richmond, Dated 08/28/2009 2) Letter from Roseville, Dated 08/24/2009	

**Board Action:**

CITY MANAGER'S OFFICE

City of  
**Richmond**



RECEIVED

SEP 02 2009

C.J.P.R.M.A.

August 28, 2009

Mr. Robert German, General Manager  
CJPRMA  
2333 San Ramon Valley Blvd.  
San Ramon, CA 94583-4456

RE: Designation of City of Richmond's Board Member Representatives

Dear Mr. German,

The City of Richmond is pleased to be a new member of the CJPRMA. Representing the City on the Board of Directors will be Robyn Kain, Risk Manager. The Alternate Director will be Leslie T. Knight, Assistant City Manager/Human Resources Management Director.

Please contact Robyn Kain at 510-620-6810 should you have any questions concerning this designation.

Sincerely,

Bill Lindsay  
City Manager

cc: Leslie T. Knight, Assistant City Manager/Human Resources Management Director  
Robyn Kain, Risk Manager

P:\DEPT\H\_R\LISA\LISA\CORRESPONDENCE\BL\GERMAN-CJPRMA RE DESIGNATION OF COR BOARD MEMBER REPS.DOC



City Manager  
311 Vernon Street  
Roseville, California 95678-2649

August 24, 2009

RECEIVED

Mr. Robert German, General Manager  
CJPRMA  
2333 San Ramon Valley Blvd., Suite 250  
San Ramon, CA 94583-4456

AUG 31 2009

C.J.P.R.M.A.

Dear Mr. German:

In accordance with Article III of the CJPRMA By-Laws, and due to the transition of Pamela Durocher and Charlie Wilson from the employment of the City of Roseville, the designation of our City's CJPRMA Board Representative and Alternate is modified as follows:

1. Effective June 1, 2009, Pamela Durocher is being replaced by Charlie Wilson as Alternate to the Board of Directors.

Stacey Haney will replace Charlie Wilson as the designated Board Representative.

2. Effective August 24, 2009, Lisa Achen will replace Charlie Wilson as Alternate Board Representative.

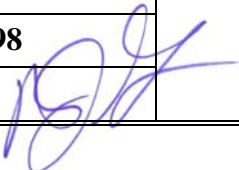
Thank you for your attention to this matter.

Sincerely,

W. Craig Robinson  
City Manager

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 6</b>	<b><u>Title:</u> HOLIDAY SCHEDULE FOR 2010</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1098</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  Approval of the holiday schedule for the 2010 calendar year.	
<b><u>Item Explanation:</u></b>  Attached as an exhibit is the proposed holiday schedule for 2010.  Staff recommends approval of the proposed 2010 holiday schedule.	
<b><u>Fiscal Impact:</u></b>  None.	
<b><u>Exhibits:</u></b>  1) Proposed holiday schedule for 2010.	

**Board Action:**




# CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

## 2010 HOLIDAY SCHEDULE

New Years Holidays .....	Thursday and Friday, December 31, 2009 & January 1, 2010
Martin Luther King, Jr. Day .....	Monday, January 18, 2010
Presidents' Day .....	Monday, February 15, 2010
Memorial Day (observed).....	Monday, May 31, 2010
Independence Day .....	Monday, July 5, 2010
Labor Day .....	Monday, September 6, 2010
Veterans' Day .....	Thursday, November 11, 2010
Thanksgiving Holidays.....	Thursday & Friday, November 25 & 26, 2010
Christmas Holidays.....	..... Thursday & Friday, December 23 & 24, 2010
New Years Holidays .....	Thursday & Friday, December 30 & 31, 2010

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 7</b>	<b><u>Title:</u> PROPOSED MEETING SCHEDULE FOR 2010</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1099</b>	
<b>General Manager:</b> 	

**Recommended Action:**

Approval of the proposed meeting schedule for the 2010 calendar year.

**Item Explanation:**

Attached as an exhibit is the proposed meeting schedule for 2010.

Staff recommends approval of the proposed meeting schedule for 2010.

**Fiscal Impact:**

None.

**Exhibits:**

1) Proposed meeting schedule for 2010.

**Board Action:**



# CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

## 2010 MEETING SCHEDULE

Executive Committee..... Thursday, January 21, 2010

Board of Directors ..... Thursday, March 18, 2010

Executive Committee..... Thursday, April 15, 2010

Board of Directors ..... Wednesday, Thursday & Friday,  
(Annual Membership Meeting) May 5, 6 & 7, 2010

Board of Directors ..... Thursday, June 17, 2010

Executive Committee..... Thursday, July 15, 2010

Executive Committee..... Tuesday, September 7, 2010

Board of Directors ..... Wednesday & Thursday, October 20 & 21, 2010  
(Strategic Planning)

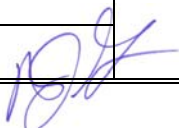
Executive Committee..... Thursday, November 18, 2010

Board of Directors ..... Thursday, December 16, 2010

No meetings are scheduled for February or August.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 8</b>	<b><u>Title:</u> 2009 FINANCIAL AUDIT</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1100</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  Approval of the 2009 Financial Audit.	
<b><u>Item Explanation:</u></b>  The 2009 Financial Audit was conducted by Maze & Associates.  In summary, as of June 30, 2009, assets totaled \$94.2 million. This was an increase of \$837,000 from the prior year. Liabilities totaled \$46.9 million. This was a decrease of \$5.7 million from the prior year.  CJPRMA had net assets of \$47.3 million. This was an increase of \$6.6 million from the prior year.  A redistribution of funds, in the amount of \$4.9 million, was made to the members. This was a decrease of \$384,000 from the prior year.  Of greatest significance are the facts that:  <ol style="list-style-type: none"><li>1) Insurance premiums decreased \$1.1 million, from \$6.65 million to \$5.56 million;</li><li>2) Reserves for losses decreased \$5.6 million; and</li><li>3) Total operating expenses decreased \$7.3 million, primarily due to the reduction in insurance premiums and liability loss reserves.</li></ol> The auditor has issued a report containing no recommendations. In addition, deficiencies noted in the prior year's audit have been corrected.  Ms. Amy Meyer, of Maze & Associates, will be present to discuss the results of the audit.  The General Manager recommends approval of the 2009 financial audit.	

**Fiscal Impact:**

- 1) The cost of the audit will be approximately \$14,000


**Exhibits:**

- 1) 2009 Financial Audit (to be emailed prior to the meeting)

***Board Action:***

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 9</b>	<b><u>Title:</u> REPORT FROM INVESTMENT MANAGER</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1101</b>	
<b>General Manager:</b> 	

**Recommended Action:**

None. This item is being provided for information purposes only.

**Item Explanation:**

Chandler Asset Management handles the CJPRMA investment program. The funds are secured in a trust account managed by the Bank of New York.

The investment program is divided into two parts, the Loss Payment Account and the Long Term Growth Account.

The Loss Payment Account is utilized to provide funds for operating expenses and the payment of losses. The duration of its investments is from one to five years. As of September 30, 2009, the Loss Payment Account was valued at \$4,947,707. This was a decrease of \$3,908,347 from its valuation of \$8,856,054 on March 31, 2009. Half of the reduction was related to the closing of escrow on CJPRMA's new building. The balance was related to claims settlements.

The Long Term Growth Account is utilized to provide long term asset growth in order to offset inflation. The duration of its investments is from five to ten years. As of September 30, 2009, the Long Term Growth Account was valued at \$86,194,895. This was an increase of \$813,141 from its valuation of \$85,381,754 on March 31, 2009.

The investments in both accounts comply with CJPRMA's investment policy.

Marty Cassell, of Chandler Asset Management, will be present to discuss the portfolio and our investment strategy. In addition, he will be providing an update on economic factors that have had a direct impact on the investments.

**Fiscal Impact:**

From March, 31, 2009 to September 30, 2009, the value of the investment portfolio decreased by the amount of \$3,095,206.

**Exhibits:**

- 1) Investment Report from Chandler Asset Management, Dated 09/30/2009

***Board Action:***

# California Joint Powers Risk Management Authority

Period Ending  
September 30, 2009



## TABLE OF CONTENTS

SECTION 1 | Economic Update

SECTION 2 | Account Profile



## SECTION 1

### ECONOMIC UPDATE

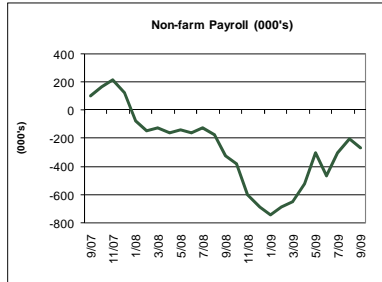


## ECONOMIC UPDATE

- The severe global recession appears to be easing, and many economists are forecasting a return to economic growth. While unemployment remains high, manufacturing activity is picking up, and the combined effect of massive fiscal and monetary stimulus has helped to ease credit conditions. Market participants are now focusing on the strength and durability of a potential economic recovery and possible structural changes in the global economy arising from the financial crisis.
- The Federal Reserve kept the federal funds rate at a target range of 0.00% to 0.25% at its September 23rd meeting. The Fed noted that, "economic activity has picked up following its severe downturn." The Fed also said, "activity in the housing sector has increased," and "household spending seems to be stabilizing." Nevertheless, the Fed still expects that, "inflation will remain subdued for some time." The next regularly scheduled FOMC meeting is November 4, 2009.
- The yield curve remains very steep as longer-term rates have risen more quickly than shorter-term rates.



## EMPLOYMENT

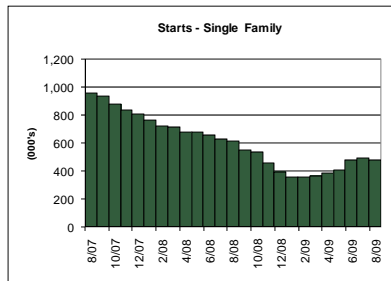


Source: Bloomberg

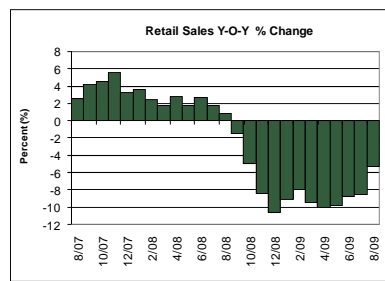
The September non-farm payroll employment report showed a larger-than-expected decrease of 263,000 jobs while the unemployment rate increased to 9.8%. Although the payroll data reflected the twenty-first consecutive month of negative job creation, the pace of losses has slowed in recent months. Nevertheless, even as the economy gradually begins to recover, the job market is expected to remain weak and the unemployment rate may rise further.



## CONSUMER



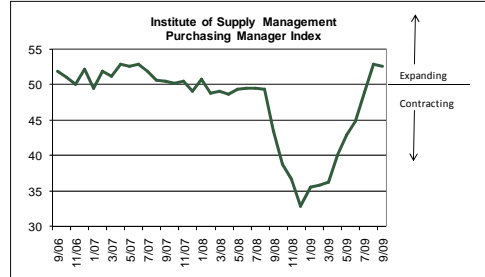
Source: Bloomberg



Single-family housing starts decreased 3.0% in August to 479,000, following five consecutive month-to-month increases. Other housing market indicators also appear to be stabilizing. In August, Retail Sales declined 5.3% on a year-over-year basis, an improvement over the previous several months' readings. Consumers have increased their savings rate and slowed their spending in reaction to a general tightening of credit standards, job losses, and the housing market contraction.



## MANUFACTURING

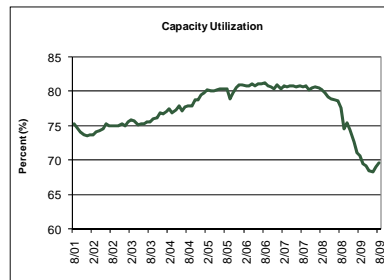


Source: Bloomberg

During September the ISM Manufacturing Index was little changed at 52.6 vs. 52.9 in August. ISM readings below 50 indicate that the manufacturing sector of the economy is contracting; readings above 50 indicate that the manufacturing sector is in an expansionary phase. With the ISM index above 50 for the second consecutive month, the manufacturing sector seems to have entered an expansionary phase.



## MANUFACTURING

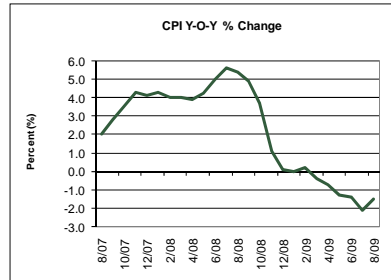


Source: Bloomberg

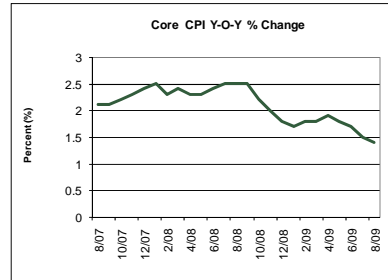
Capacity Utilization, which is production divided by capacity, increased to 69.6% in August from 69.0% in July. Current capacity utilization readings represent extreme lows and are one factor cited by economists that believe inflation will not significantly increase in the near future.



## INFLATION



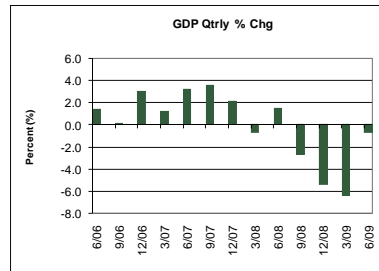
Source: Bloomberg



In August, the CPI showed that consumer prices decreased 1.5% on a year-over-year basis. The year-over-year Core CPI (CPI less food and energy) increased at a 1.4% y-o-y rate. Despite hopes for an economic recovery and an increased money supply, many economists believe that inflation will remain moderate over the next 12 months.



## GDP



Source: Bloomberg

The final reading for Q2 2009 Gross Domestic Product (GDP) reported that the economy shrank at an annualized rate of -0.7%. This was a significant improvement from the Q1 reading of -6.4%. Many market participants believe that economic growth is poised to resume, and early forecasts call for positive GDP growth in Q3 2009. Possible positive factors that might contribute to future GDP growth include inventory replenishment by businesses, continued fiscal and monetary stimulus, and pent up consumer demand.



## INTEREST RATES

### Yield on the Two-Year Note September 2007 through September 2009



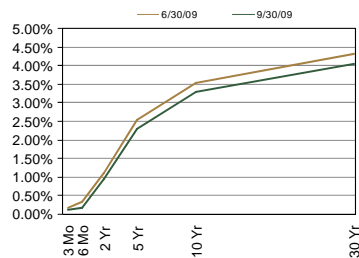
Source: Bloomberg

The yield on the two-year Treasury note declined slightly in September as market participants considered the impact of record-high issuance of Treasury securities, a gradual economic recovery, and the Federal Reserve's commitment to maintaining an accommodative monetary policy for an extended period of time.



## YIELD CURVES

### June 30, 2009 and September 30, 2009



Source: Bloomberg

Over the last three months, interest rates have decreased slightly. The yield curve has remained steep as the yield on longer-term Treasuries is much higher than the yield on shorter-term Treasuries.



## SECTION 2

### ACCOUNT PROFILE



## OBJECTIVES

### Investment Objectives

The investment objectives of the California Joint Powers Risk Management Authority are first, to preserve principal; second, to ensure liquidity; and third, to earn a return which is commensurate with the first two objectives. Funds available for investment are segregated into two separate portfolios in order to meet the Authority's investment goals.

#### The Loss Payment Account

The Loss Payment Account shall be invested to match its duration to the duration of the Authority's actuarially determined liabilities and to provide cash to pay losses, as they come due, and to pay the operating expenses of the Authority.

#### The Long Term Growth Account

Recognizing that casualty liabilities are inflation sensitive, the Authority has established the Long-Term Growth Account to provide for long-term asset growth in order to offset potential inflation.

### Chandler Asset Management Performance Objectives

The performance objective for the Loss Payment Account is to equal the return on a benchmark index with characteristics (duration and sector allocation) similar to the characteristics of the Loss Payment Account.

The performance objective of the Long-Term Growth Account shall be to exceed the return on the benchmark index of five to ten year US Government securities over a market cycle.

### Strategy

The accounts invest in high quality fixed income securities including US Treasuries, federal agencies and corporate notes. The maximum final maturity for any security is five years, with the exception of the Long-Term Account. The Long-Term Account can purchase US Treasuries and federal agency securities with a maximum stated final maturity of ten years.



## COMPLIANCE

### California Joint Powers Risk Management Authority September 30, 2009

#### COMPLIANCE WITH INVESTMENT POLICY

The portfolio complies with State law and with the Authority's investment policy, except as noted below.

Category	Standard	Comment
<b>General Parameters</b>		
Asset-backed sec.	20% Maximum	Complies
Banker's Acceptances	A1/P1; 40% max; <180 days	Complies
Commercial Paper	A1/P1	Complies
Max. maturity <270 days	15% maximum	Complies
LAI	\$40 million	Complies
Medium Term Notes	30% max; A	Complies
Money Market Acct	15%; AA	Complies
Mutual Funds	15%; AAA	Complies
Negotiable CDs	30%; 3-year maximum	Complies
Repurchase Agreements	1-year maximum	Complies
Time CDs	3 years	Complies
Treasury issues	No limit	Complies
US Agencies	No limit	Complies
Per issuer max	10%	Complies
Futures and Options	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Derivative Securities	5% per issue; 20% max.; 5yr. maximum maturity	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
MBS IO Strips	Prohibited	Complies
Zero interest accrual	Prohibited	Complies



## COMPLIANCE

### California Joint Powers Risk Management Authority September 30, 2009

#### COMPLIANCE WITH INVESTMENT POLICY

##### Account Specifics Parameter

##### Loss Payment Account

Modified Duration	Approx. equal to duration of liabilities	Complies
Maximum Maturity	5 years	Complies
% invested <1 year	Enough for cashflow	Complies

##### Long Term Growth Account

Modified Duration	4.50 to 6.80	Complies
Maximum Maturity	10 years	Complies



## ACCOUNT PROFILE

### PORTFOLIO CHARACTERISTICS

#### CJPRMA - The Loss Payment Account

	9/30/2009		3/31/2009
	Benchmark*	Portfolio	Portfolio
Average Maturity (yrs)	0.93	1.05	0.96
Modified Duration	0.90	1.01	0.92
Average Book Yield		2.00%	2.75%
Average Market Yield	0.41%	0.85%	1.41%
Average Quality	AAA	AAA	AAA
Total Market Value		\$4,947,707	\$8,856,054

\* 0-3 yr Treasury

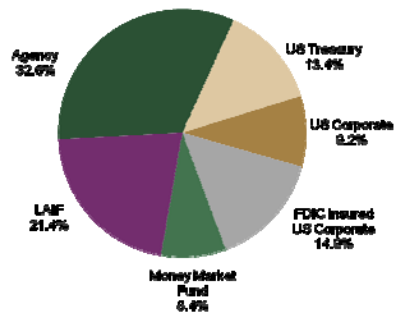
During the last six months, portfolio activity for the Loss Payment Account was influenced by a \$4 million withdrawal in June 2009. Other activity consisted of a series of rebalancing transactions in order to maintain the portfolio's structure and duration target. Newly purchased securities included investments with maturities ranging from three weeks through August 2012. Our portfolio structure has included longer Agency, Corporate, and FDIC insured securities for portfolio duration extension needs as the financial markets have experienced improved market dynamics.



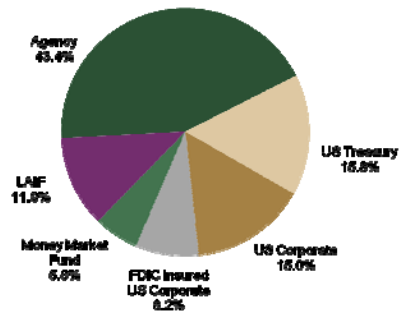
## SECTOR DISTRIBUTION

#### CJPRMA - The Loss Payment Account

September 30, 2009



March 31, 2009

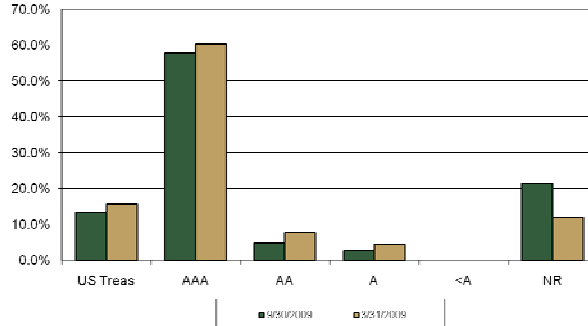


The portfolio sector allocation has changed moderately as the holdings in LAIF increased by 9.5% and FDIC Insured Corporates by 6.7%. We also decreased our holdings in Agencies and Corporates by 10.8% and 5.8%, respectively.



## QUALITY DISTRIBUTION

**CJPRMA - The Loss Payment Account**  
September 30, 2009 vs. March 31, 2009



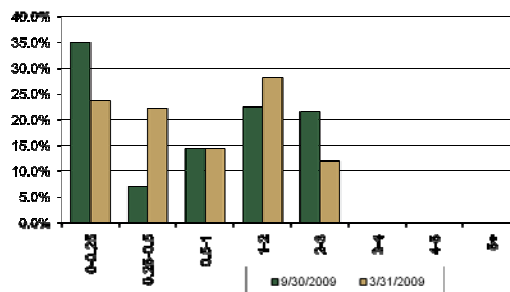
	US Treas	AAA	AA	A	<A	NR
9/30/2009	13.4%	57.8%	4.8%	2.7%	0.0%	21.4%
3/31/2009	15.8%	60.3%	7.6%	4.5%	0.0%	11.9%

Source: S&P Ratings



## DURATION DISTRIBUTION

**CJPRMA - The Loss Payment Account**  
September 30, 2009 vs. March 31, 2009



	0-0.25	0.25-0.5	0.5-1	1-2	2-3	3-4	4-5	5+
9/30/2009	34.9%	6.9%	14.3%	22.3%	21.5%	0.0%	0.0%	0.0%
3/31/2009	23.6%	22.1%	14.3%	28.1%	11.9%	0.0%	0.0%	0.0%

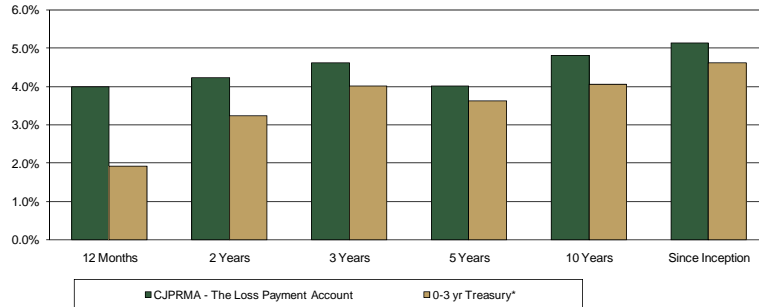
We have positioned the portfolio duration to be slightly longer than that of the Authority's 0-3 Year Treasury benchmark to take advantage of the relatively steep yield curve.



## INVESTMENT PERFORMANCE

### CJPRMA - The Loss Payment Account

Period Ending  
**September 30, 2009**  
 Total Rate of Return  
 Annualized Since Inception  
 August 31, 1995



	Latest :	3 Months	12 Months	Annualized 2 Years	Annualized 3 Years	Annualized 5 Years	Annualized 10 Years	Annualized Since Inception
<b>CJPRMA - The Loss Payment Account</b>		0.69%	3.98%	4.23%	4.62%	4.02%	4.81%	5.15%
<b>0-3 yr Treasury*</b>		0.39%	1.92%	3.25%	4.00%	3.62%	4.07%	4.63%

**Total rate of return:** A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses on the portfolio.



## ACCOUNT PROFILE

### PORTFOLIO CHARACTERISTICS

#### CJPRMA The Long Term Growth Account

	9/30/2009		3/31/2009
	Benchmark*	Portfolio	Portfolio
Average Maturity (yrs)	7.31	7.49	7.49
Modified Duration	6.16	6.25	6.23
Average Book Yield		4.37%	4.44%
Average Market Yield	3.01%	3.37%	3.11%
Average Quality	AAA	AAA	AAA
Total Market Value		\$86,194,895	\$85,381,754

\* 5-10 yr Govt

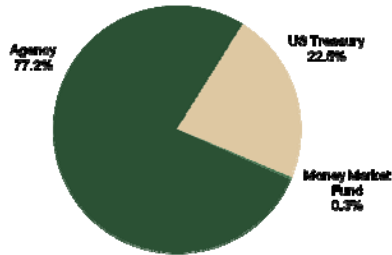
During the time period reviewed, portfolio activity in the Long Term Account consisted of several rebalancing transactions to maintain the portfolio's duration target and desired portfolio structure. Newly purchased securities included Agency and Treasury securities with maturities ranging from June 2018 through May 2019.



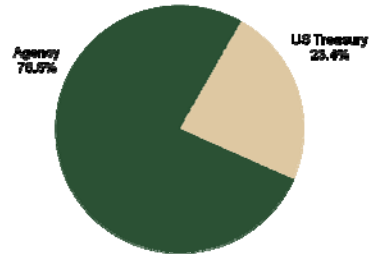
## SECTOR DISTRIBUTION

### CJPRMA - The Long Term Growth Account

September 30, 2009



March 31, 2009



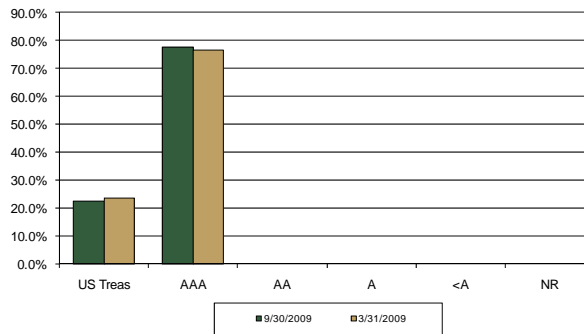
The portfolio sector allocation has been generally stable with 77% Agencies and 23% Treasuries.



## QUALITY DISTRIBUTION

### CJPRMA The Long Term Growth Account

September 30, 2009 vs. March 31, 2009



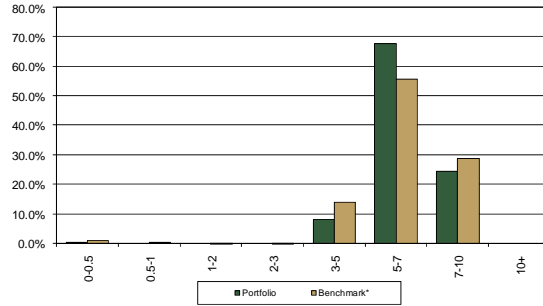
	US Treas	AAA	AA	A	<A	NR
<b>9/30/2009</b>	22.5%	77.5%	0.0%	0.0%	0.0%	0.0%
<b>3/31/2009</b>	23.4%	76.6%	0.0%	0.0%	0.0%	0.0%

Source: S&P Ratings



## DURATION DISTRIBUTION

### CJPRMA The Long Term Growth Account Portfolio Compared to the Benchmark as of September 30, 2009



	0-0.5	0.5-1	1-2	2-3	3-5	5-7	7-10	10+
<b>Portfolio</b>	0.3%	0.0%	0.0%	0.0%	8.0%	67.5%	24.2%	0.0%
<b>Benchmark*</b>	1.0%	0.4%	0.1%	0.1%	14.0%	55.6%	28.8%	0.0%

\* 5-10 yr Govt

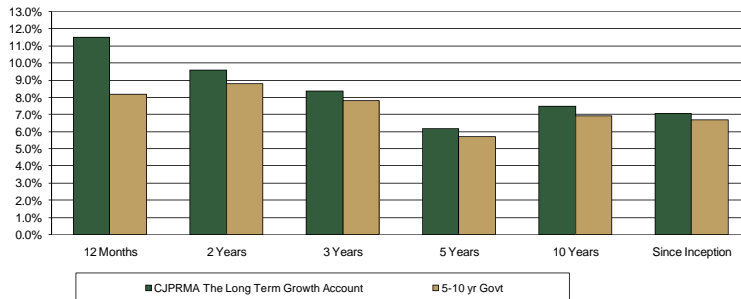
We have positioned the portfolio duration to be slightly longer than that of the Authority's 5-10 Year Government benchmark to take advantage of the relatively steep yield curve.



## INVESTMENT PERFORMANCE

### CJPRMA The Long Term Growth Account

Period Ending  
**September 30, 2009**  
Total Rate of Return  
Annualized Since Inception  
October 31, 1995



	Latest :	3 Months	12 Months	2 Years	3 Years	5 Years	10 Years	Annualized Since Inception
<b>CJPRMA The Long Term Growth Account</b>		2.62%	11.50%	9.57%	8.38%	6.15%	7.51%	7.04%
<b>5-10 yr Govt</b>		2.60%	8.18%	8.78%	7.82%	5.70%	6.94%	6.67%

**Total rate of return:** A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses on the portfolio.



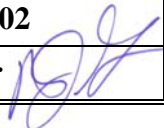
**CJPRMA – Consolidate Account**

**As of September 30, 2009**

<b>Issue Name</b>	<b>Investment Type</b>	<b>% Portfolio</b>
Government of United States	US Treasury	22.00%
Federal Home Loan Mortgage Corp	Agency	21.48%
Federal Home Loan Bank	Agency	16.87%
Tennessee Valley Authority	Agency	14.33%
Federal Farm Credit Bank	Agency	12.89%
Federal National Mortgage Association	Agency	9.24%
Local Agency Investment Fund	LAIF	1.16%
Fidelity Institutional Govt Money Market Fund	Money Market Fund FI	0.72%
PNC Funding FDIC Insured	FDIC Insured US Corporate	0.16%
Goldman Sachs FDIC Insured	FDIC Insured US Corporate	0.16%
Bank of America Corp FDIC Insured	FDIC Insured US Corporate	0.16%
JP Morgan FDIC Insured	FDIC Insured US Corporate	0.16%
General Electric Co FDIC Insured	FDIC Insured US Corporate	0.16%
JP Morgan Chase & Co	US Corporate	0.14%
Pfizer Inc.	US Corporate	0.10%
Toyota Motor Corp	US Corporate	0.09%
General Electric Co	US Corporate	0.08%
ChevronTexaco Corp	US Corporate	0.08%
<b>Total</b>		<b>100.00%</b>

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 10</b>	<b><u>Title:</u> ANNUAL APPROVAL OF INVESTMENT POLICY</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1102</b>	
<b>General Manager:</b> 	
<b><u>Recommended Action:</u></b>  Approval of the CJPRMA Investment Policy.	
<b><u>Item Explanation:</u></b>  Section XIV of the CJPRMA Investment Policy states as follows:  “The statement of investment policy shall be reviewed and adopted annually by the Board of Directors at a public meeting.”  Attached as an exhibit is a copy of CJPRMA’s investment policy which was last approved on 10/11/2008.  There are no recommendations to change the policy.  Staff recommends approval of the current statement of investment policy.	
<b><u>Fiscal Impact:</u></b>  None.	
<b><u>Exhibits:</u></b>  1) Statement of Investment Policy, Dated 10/11/2008	

**Board Action:**

# **CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY**

## **STATEMENT OF INVESTMENT POLICY**

*(Revised 04/12/05, Approved 10/11/2008)*

### **I. INTRODUCTION**

This statement will identify various policies and procedures that will foster a prudent and systematic investment program as well as organize and formalize investment related activities. The related activities which comprise good cash management include:

- A. accurate cash projections;
- B. timely collection of revenues;
- C. control of disbursements;
- D. cost-effective banking and financial services; and
- E. a system of internal controls.

### **II. SCOPE**

This policy will cover all funds and investment activities under the direction/control of the Authority and/or its investment manager(s). Investment of bond proceeds shall be governed by the provisions of the related bond indentures.

### **III. OBJECTIVES**

#### **A. Safety**

The primary objective of this policy is to protect, preserve and maintain the cash and investments of the Authority.

#### **B. Liquidity**

An adequate percentage of the portfolio will be maintained in liquid short-term securities which can be converted to cash, as necessary, to meet disbursement requirements. The liquidity percentage will be determined, from time to time, from projected cash flow reports. Investments will be made in securities with active secondary or resale markets. Securities with low market risk will be emphasized.

**C. Return**

Within the constraints of safety and liquidity, the highest and best return will be sought.

**D. Market-Average Rate of Return**

The portfolio will be designed to attain a market-average rate of return, consistent with the agreed upon benchmark, taking into account risk constraints of the Authority, cash flow characteristics of the portfolio and compliance with state and federal regulations.

**E. Diversification**

The portfolio will be diversified in order to avoid incurring unreasonable and avoidable risks regarding specific types of securities or individual financial institutions. Excluding U.S. Government and agency securities, no more than 10% of the portfolio may be invested in any one institution.

**F. Prudence**

Persons authorized to make investment decisions on behalf of local agencies are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part to an overall strategy, a trustee is authorized to acquire investments as authorized by law. (Government Code Section 53600.3)

**G. Public Trust**

All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust. In a diversified portfolio, it must be recognized that occasional measured losses are inevitable and that such losses must be considered within the context of the overall investment return.

#### **IV. AUTHORITY TO INVEST MONIES**

Government Code sections 53600 through 53601.6 provide legal authorization for investment of the funds of local agencies. All investments of the Authority shall conform to the restrictions of those laws.

Management responsibility is here by delegated to the Treasurer, who shall establish procedures for the operation of the investment program. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates. The responsibility for investment transactions may be delegated to staff personnel or an outside professional service.

#### **V. REPORTING**

##### **A. Monthly**

The investment manager(s) shall submit a monthly report to the Authority. The Authority shall submit this report to the Board of Directors on a quarterly basis. This report will include all items required by Government Code Section 53646. These items are:

1. type of investment;
2. issuer;
3. date of maturity;
4. par and dollar amount invested on all securities;
5. current market value of all securities and the source of the valuation;
6. rate of interest;
7. a statement of compliance with the investment policy;
8. a statement that there are sufficient funds to meet the next six month's financial obligations;
9. accrued interest;
10. interest earned to date;
11. average weighted yield;
12. average term to maturity;
13. actual transactions;

14. the percentage distribution of investment types;
15. modified duration;
16. average credit quality; and
17. the total rate of return.

**B. Quarterly**

The Treasurer and the General Manager shall meet with the investment manager(s) on a quarterly basis. The meeting will cover such topics as:

1. market environment;
2. portfolio strategy;
3. portfolio characteristics;
4. duration;
5. maturity distribution;
6. sector distribution;
7. investment performance; and
8. recommended policy or strategy changes.

**C. Annually**

At the Annual Membership Meeting, the investment policy shall be submitted to the Board of Directors for review and adoption. Additionally, the investment manager(s) shall provide a report detailing the performance of the portfolio through the end of the immediately preceding fiscal year.

**VI. INVESTMENT ACCOUNTS**

Funds available for investment shall be segregated into two categories in order to meet the Authority's investment goals. Those categories and their specific characteristics are set forth below.

**A. The Loss Payment Account**

The Loss Payment Account shall be invested to meet two specific goals:

1. to match its duration to the duration of the Authority's actuarially determined liabilities; and

2. to provide cash to pay losses, as they come due, and to pay the operating expenses of the Authority.

**B. The Long-Term Growth Account**

Recognizing that casualty liabilities are inflation sensitive, the Authority has established the Long-Term Growth Account to provide for long-term asset growth in order to offset potential inflation.

From time to time, the General Manager will inform the investment manager(s) of amounts that are to be allocated to the two categories and that are required for the payment of claims and operating expenses. The General Manager will provide current actuarial information to the investment manager(s) in order to assist them in determining the duration of those two accounts.

**VII. INVESTMENT PARAMETERS**

**A. The Loss Payment Account**

1. The Loss Payment Account shall be managed to a duration equal to the current duration of loss payment liabilities.
2. The maximum stated final maturity of securities in the Loss Payment Account shall be five years.
3. The investment manager(s) shall maintain sufficient short-term liquidity in order to pay claims and operating expenses as they arise.
4. The performance objective for the Loss Payment Account shall be to equal the return on a benchmark index, selected by the Authority and the investment manager(s), with characteristics (duration and sector allocation) similar to the characteristics of the Loss Payment Account.

**B. The Long Term Growth Account**

1. The Long-Term Growth Account shall be managed to a duration equal to the duration of the Merrill Lynch five to 10 year Government Index, or an equivalent index of five to 10 year government securities.
2. The duration of the Long-Term Growth Account shall never exceed 120% of the duration of its benchmark index, nor be less than 80% of the duration of the benchmark.
3. The performance objective of the Long-Term Growth Account shall be to exceed the return on the benchmark index over a market cycle.

4. The maximum final stated maturity of individual securities in the Long-Term Growth Account may not exceed 10 years.

## **VIII. INVESTMENT INSTRUMENTS AND MATURITIES**

### **A. Permitted Investments**

Securities purchased will be maintained within statutory limits imposed by Government Code Section 53601, as follows:

<b>PERMITTED INVESTMENTS/DEPOSITS</b>	<b>CREDIT PERCENTAGES</b>	<b>MINIMUM QUALITY</b>	<b>MATURITY</b>
Asset backed securities	20%	AAA	5 years
Bankers Acceptances	40%	A1/P1	180 days
Commercial Paper (avg. maturity < 31 days)	25%	A1/P1	31 days
Commercial Paper (avg. maturity < 270 days)	15%	A1/P1	270 days
LAIF	20%		
Medium Term Notes	30%	A	5 years
Money Market Account	15%	AA	
Mutual Funds	20%	AAA	
Negotiable Certificates of Deposit	30%	AA	3 years
Repurchase Agreements	10%		1 year
Time Certificates of Deposit	Unlimited		3 years
Treasury Bills and Notes	Unlimited		5 years *
Government and Agency Securities	Unlimited		5 years *
* Maximum terms unless expressly authorized by the Board of Directors within the prescribed time frame for approval (Government Code Section 53601).			

Investments shall be purchased according to the minimum credit standards listed. In the event of a downgrade in credit, after the date of purchase, the Treasurer shall advise the Executive Committee /Board of Directors of the change, at the next regular meeting, and use his/her best professional judgment concerning the retention of that security in the portfolio.

### **B. Excluded Investments**

The following investments or investment practices are not permitted under this Statement of Investment Policy:

1. purchase or sale of securities on margin;
2. reverse repurchase agreements;
3. financial futures and financial options; and
4. Guaranteed Small Business Administration (SBA) Notes.

**C. Investment Maturities**

1. California Government Code Section 53601 requires that the governing body grant specific authority for the use of securities with final stated maturities in excess of five years.
2. Since the Long-Term Growth Account has the specific purpose of providing for long-term growth, and since the cash flow requirements of the Authority are met through other investments, the Board of Directors hereby grants authority for the purchase of securities with maturities in excess of five years. Such purchases shall be of US Treasury and federal agency securities only, including mortgage-backed securities, and shall only be made in the Long-Term Growth Account. The maximum maturity of individual securities is limited to 10 years.

**D. Investment in “derivative” securities**

Investment in derivative securities is governed by the following paragraphs:

1. Definition of a fixed income derivative: For purposes of this policy, a derivative is any security that has principal and/or interest payments which are subject to uncertainty as to timing and/or amount, or any security which represents a component of another security which has been separated from other components (“stripped” coupons and principal).
2. Investment is permitted in the following types of derivatives only:
  - a) stripped coupons and principal;
  - b) fixed coupon callable and putable securities;
  - c) “step-up” notes;
  - d) variable, or floating rate notes, that are
    - (1) market based: float in the same direction as the general level of interest rates, based on a market-determined rate (i.e., Tbills, LIBOR, commercial paper, Fed Funds). If maturity < three years, these are subject to very little price volatility; or
    - (2) other: float in the same direction as the general level of interest rates, based on a rate that is not directly determined by the market (i.e. Cost of Funds), or that is pre-determined at the time of issuance. These are subject to some price

volatility and offer value in certain interest rate environments;

- e) asset-backed securities;
- f) collateralized mortgage obligations (CMOs); and
- g) mortgage pass-through securities issued by agencies of the Federal Government.

3. Investment in derivatives is further restricted as follows:

- a) Investment in any single derivative security is limited to 5% of the portfolio per issue.
- b) Any single derivative security, with the exception of mortgage pass-through securities issued by agencies of the US Government (but not including CMOs) shall have a final stated maturity of five years or less at the time of purchase.
- c) A maximum of 20% of the total fund may be invested in all derivatives.

4. Investment in any type of derivative security not specifically described herein is prohibited. In accordance with California Government Code Section 53601.6, prohibited investments include, but are not limited to, the following:

- a) inverse floaters, range notes, or interest-only strips that are derived from a pool of mortgages; and
- b) any security that could result in a zero interest accrual if held to maturity.

## **IX. INTERNAL CONTROLS**

A system of internal controls shall be established and maintained in written form. These controls shall be designed to prevent losses of public funds arising from fraud, error, misrepresentation of third parties, unanticipated changes in financial markets, or imprudent actions by employees/officers of the Authority. The most important controls are: control of collusion, separation of duties, separation of transaction authority from accounting and bookkeeping, custodial safekeeping, delegation of authority, limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimization of the number of authorized investment officials, documentation of transactions and strategies, and annual review of controls by the Treasurer.

## **X. BANKS AND SECURITIES DEALERS**

In selecting financial institutions for the deposit or investment of Authority funds, the Treasurer shall consider their credit worthiness. The Treasurer shall continue to monitor their credit characteristics and financial history throughout the period in which Authority funds are deposited or invested. A commercial rating or bank watch service may be used to accomplish this objective.

Financial institutions/investment managers shall annually sign a certification form attesting that the individual responsible for the Authority's account with that firm has reviewed and understands the investment policy and intends to present only those investment transactions appropriate under the policy.

## **XI. INVESTMENT RISKS**

The Authority recognizes that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way of controlling such risk. Investment manager(s) are expected to display prudence in the selection of securities as a way to minimize the risk of default. No individual investment transaction shall be undertaken which jeopardizes the total capital position of the overall portfolio. The Treasurer shall meet, periodically, with the Board of Directors in order to establish guidelines and strategies to control credit risk, market risk and illiquidity.

In addition to these general policy considerations, the following specific policies will be followed:

- A. all transactions will be executed on a delivery versus payment basis; and
- B. a competitive bidding process will be used to place all investments, when practical.

## **XII. SAFEKEEPING AND CUSTODY**

Securities purchased from broker/dealers will be held in a third-party custodian/safekeeping account. The only exception to this policy is the collateral for time deposits in banks and savings and loans. Collateral for time deposits shall be held in accordance with applicable with state and federal regulations.

### **XIII. CONFLICT OF INTEREST**

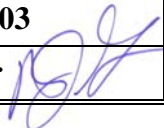
Officers and employees involved in the investment process shall refrain from engaging in any personal business activity that could conflict with the proper execution of the investment program or impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the General Manager any material financial interests in financial institutions which conduct business within this jurisdiction. They shall further disclose any large personal financial/investment positions that could be related to the performance of the Authority's portfolio.

### **XIV. ANNUAL REVIEW AND ADOPTION OF INVESTMENT POLICY**

The statement of investment policy shall be reviewed and adopted annually by the Board of Directors at a public meeting.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 11</b>	<b><u>Title:</u> CAJPA ACCREDITATION</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1103</b>	
<b>General Manager:</b> 	

**Recommended Action:**

None. This item is being provided for information purposes only.

**Item Explanation:**

The California Association of Joint Powers Authorities (CAJPA) has been providing an accreditation program for its members since the early 1990's. It involves an extensive review of an applicant's policies, procedures and financial condition. That process includes a review of financial audits, actuarial studies and claims audits and the applicant's response to recommendations made in them. It's an effective way in which to compare our organization to others and to, in essence, have an independent third party review our overall program.

CJPRMA has participated in that program since 1992. We have received and maintained the highest level of accreditation ("with excellence") every year since then.

Attached is the most recent accreditation award from CAJPA. It is valid through 2011 and, once again, has been awarded to CJPRMA "with excellence."

**Fiscal Impact:**

None.

**Exhibits:**

- 1) Certificate of Accreditation with Excellence

**Board Action:**



CALIFORNIA ASSOCIATION OF  
JOINT POWERS AUTHORITIES

*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*

# **California Joint Powers Risk Management Authority (CJPRMA)**

*this*

**CERTIFICATE OF ACCREDITATION WITH EXCELLENCE**

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



*Accreditation Period: November 1, 2008 – November 1, 2011*

A handwritten signature in cursive script, appearing to read "Jan DeGracia".

*Jan DeGracia  
President*

A handwritten signature in cursive script, appearing to read "Michael Fleming".

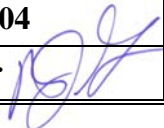
*Michael Fleming  
Chairman, Accreditation Committee*

A handwritten signature in cursive script, appearing to read "James P. Marta".

*James P. Marta  
Accreditation Program Manager*

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 12</b>	<b><u>Title:</u> LAIF RESOLUTION</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1104</b>	
<b>General Manager:</b> 	

**Recommended Action:**

Approval of Resolution #2009-1 updating the authority of specific officers to deposit and withdraw funds from the Local Agency Investment Fund (LAIF).

**Item Explanation:**

CJPRMA utilizes the Local Agency Investment for limited investment purposes.

The original resolution (86-4) was passed in 1986 and only authorized the President and/or Treasurer to make deposits and withdrawals.

Since 1992, the General Manager/Secretary has conducted all financial transactions with LAIF, without objection.

LAIF has now recommended that the original resolution be updated.

Staff recommends approval of Resolution #2009-1, which authorizes the President, Treasurer, and General Manager/Secretary to make deposits and withdrawals from LAIF.

**Fiscal Impact:**

None.

**Exhibits:**

- 1) Resolution #86-4, Dated 04/02/1986
- 2) Resolution #2009-1, Dated 10/15/2009

**Board Action:**

RESOLUTION #86-4

RESOLUTION AUTHORIZING INVESTMENT  
OF CALIFORNIA JOINT POWERS INSURANCE AUTHORITY MONIES IN  
LOCAL AGENCY INVESTMENT FUND

WHEREAS, pursuant to Chapter 730 of the Statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the California Joint Powers Insurance Authority (CAJPIA) does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of CAJPIA.

NOW THEREFORE, BE IT RESOLVED that CAJPIA does hereby authorize the deposit and withdrawal of CAJPIA monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein.

BE IT FURTHER RESOLVED that the following two officers or their successors in office or their designee shall be authorized

to order the deposit or withdrawal of monies in the Local Agency  
Investment Fund:

<u>Frank E. James</u>	,	<u>President</u>
Name		Title
<u>Celia A. Scott</u>	,	<u>Treasurer</u>
Name		Title

PASSED AND ADOPTED by California Joint Powers Insurance  
Authority at its regular meeting held on April 2, 1986, at  
Sacramento, California.

AYES:

NOES:

ABSENT:

ATTEST:

Celia A. Scott  
SECRETARY/TREASURER

Frank E. James  
PRESIDENT

**RESOLUTION NO. 2009-1**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA JOINT  
POWERS RISK MANAGEMENT AUTHORITY AMENDING RESOLUTION 86-4  
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT  
FUND**

WHEREAS, PURSUANT TO Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors of the CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY (hereafter CJPRMA) does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of CJPRMA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of CJPRMA does hereby authorize the deposit and withdrawal of CJPRMA monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following CJPRMA officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Robert J. German	William A. Henderson	Roger M. Carroll
General Manager/Secretary	President	Treasurer

Signatures

PASSED AND ADOPTED by CJPRMA at its regular Board of Directors meeting held on \_\_\_\_\_ at \_\_\_\_\_, California by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

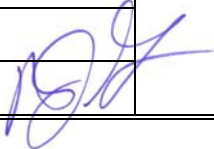
ATTEST: \_\_\_\_\_

Robert J. German  
General Manager/Secretary

William A. Henderson  
Board President

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 13</b>	<b><u>Title:</u> NOTICE OF WITHDRAWAL FROM PROPERTY PROGRAM FROM CITY OF SANTA ROSA</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1105</b>	
<b>General Manager:</b> 	

**Recommended Action:**

None. This item is being provided for information purposes only.

**Item Explanation:**

The City of Santa Rosa has provided notice of its intention to withdraw from the property program, effective July 1, 2010. Such notice is required to be provided at least six months prior to the end of the current program year.

If the City decides that it would like to revoke its notice, an affirmative vote of two-thirds of the property program participants would be required.

**Fiscal Impact:**

Under the current two year program, the City's portion of the fixed fee for excess coverage (\$21,425) would be absorbed by the other participants.

**Exhibits:**

- 1) Email from the City of Santa Rosa, dated 10/02/2009.

**Board Action:**

**Robert J. German**

---

**From:** Margolies, Lynne [LMargolies@srcity.org]

**Sent:** Friday, October 02, 2009 9:58 AM

**To:** Robert J. German

**Subject:** Property Program

Hello Bob,

This is to serve notice that I will be looking to market the property program for the City of Santa Rosa next year. Per CJPRMA policy, I must give notice of withdrawal from the program before December. I certainly hope that should the process prove favorable to CJPRMA program, the board will be willing to allow me to continue.

I am more than willing to have Marsh and CJPRMA show me how I would get some earthquake and flood coverage –

Lynne Margolies  
Risk Manager  
City of Santa Rosa

This e-mail contains confidential matter, please do not reproduce or forward

10/9/2009

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 14</b>	<b><u>Title:</u> PROPOSED AMENDMENT TO SPECIAL EVENTS ENDORSEMENT</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1106</b>	
<b>General Manager:</b> 	

**Recommended Action:**

Approval of the proposed amendment to the Special Events Endorsement (Endorsement #4) in the 2009-2010 Memorandum of Coverage.

**Item Explanation:**

At its meeting of June 18, 2009, the Board approved the addition of Special Events coverage for the 2009-2010 program year. An endorsement (#4) was added to the Memorandum of Coverage defining the conditions under which such coverage would apply and specifically listing events which fell into the "covered" and "not covered" categories.

Subsequent to the addition of that endorsement, there have been inquiries regarding events not specifically listed in either category. In addition, there has been some confusion regarding the size and duration of some events.

In an effort to clarify the coverage, an amendment to endorsement #4 has been proposed. It is set forth as an exhibit (Endorsement #6) and has been attached hereto.

The new endorsement eliminates the listing of events included in coverage and only lists those that are specifically excluded.

In addition, the new endorsement simply excludes events that are over six hours in duration and/or have more than 1500 attendees instead of attempting to define specific events by duration and/or number of attendees.

Staff recommends approval of the modification to special events coverage as set forth in proposed Endorsement #6.

**Fiscal Impact:**

None.

**Exhibits:**

- 1) Endorsement #4 from the 2009-2010 Memorandum of Coverage
- 2) Proposed Endorsement #6 for the 2009-2010 Memorandum of Coverage

***Board Action:***

# CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

## PROGRAM YEAR 2009-2010

### ENDORSEMENT NO. 4

With respect to *bodily injury or property damage* arising out of, and caused by, a “Special Event,” the *Retained Limit* stated in the Declarations Page is amended to \$25,000.

For purposes of this Endorsement, “Special Event” means an event described below for which a third party (“Event Sponsor”), by written contract (including by permit agreement executed by the Event Sponsor), agrees to use facilities of the Covered Party for a specified period of time and activity, and agrees by the contract to indemnify and hold harmless the Covered Party from risk of loss arising from the event.

The indemnity and hold harmless agreement must provide that the Event Sponsor “agrees to indemnify and hold harmless [covered party] and its agents and employees from and against any injury, damage, claims, actions or suits arising out of the [Special Event], including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify [covered party] from and against any injury, damage, claims, actions or suits arising out of or connected with the [special event].”

“Special event” includes:

1. Aerobics – Jazzercise demonstrations
2. Animal Acts/Shows (not Zoos or Circuses)
3. Antique Shows
4. Art Festivals
5. Art Shows
6. Auctions
7. Automobile Shows
8. Awards Presentations
9. Ballets
10. Banquets
11. Bazaars
12. Beauty Pageants
13. Bingo/Casino games
14. Block Parties, including those with Street Closures
15. Boat Shows
16. Body Building Contests
17. Business Meetings
18. Business Shows
19. Carnivals (not including mechanized rides)
20. Casino and Lounge Shows
21. Charity benefits, auctions and sales; fund raisers

22. Civic clubs and group meetings
23. Community Fairs
24. Concerts with total attendance of less than 1500
25. Consumer Shows
26. Conventions in Buildings
27. Craft Shows
28. Dance Shows/Recitals
29. Dances and Parties (except with Rap or Heavy Metal)
30. Debutante Balls
31. Dinner Theater
32. Dog Shows
33. Drill Team exhibitions
34. Eductational exhibitions
35. Electornics Conventions
36. Ethnic Fairs or Celebrations
37. Evangelistic meetings
38. Expositions
39. Farmers' Markets
40. Fashion Shows
41. Fishing Shows or contests
42. Flea Markets
43. Flower Shows
44. Food concessions
45. Garden Shows
46. Graduations
47. Harvest Festivals
48. Holiday Shows
49. Home Shows
50. Horse Shows
51. Housing Shows
52. Instructional Classes
53. Job Fairs
54. Ladies Club events
55. Lectures
56. Livestock Shows
57. Luncheon Meetings
58. Mobile Home Shows
59. Musicals
60. Night Club Shows
61. Operas
62. Organized Sight Seeing Tours
63. Pageants
64. Parties with total attendance of less than 500
65. Picnics
66. Plays
67. Political Rallies
68. Proms
69. Quinceaneras
70. RV Shows

71. Religious Assemblies
72. Reunions
73. Rummage Sales
74. Scavenger Hunts
75. Scouting Jamborees
76. Seminars
77. Sidewalk Sales
78. Soap Box Derbies
79. Social Receptions or Gatherings
80. Speaking Engagements
81. Sporting events if non-professional, non-league, non-contact (bicycle races/rallies, equestrian events, golf, gymnastics, tennis, handball or racquetball, roller skating, handball, marathons, fun runs, 10K races, gymnastic competitions, ice skating shows, ski events)
82. Sporting events if non-professional, non-league, limited contact (baseball or softball, soccer, roller hockey, basketball)
83. Street Fairs
84. Swap Meets
85. Symphony Concerts
86. Teleconferences
87. Telethons
88. Theatrical Stage Performances
89. Trade Shows
90. Union Meetings
91. Vacation Shows
92. Voter Registration
93. Walk a Thons
94. Weddings and Receptions

“Special Event” does not include:

1. Aircraft/aviation events (static displays are not excluded)
2. All terrain boarding
3. Ballooning or balloon rides
4. Base jumping
5. Bouldering
6. Bungee Jumping
7. Carnival rides
8. Circuses
9. Concerts over 6 hours
10. Diving
11. Football (except passing camps with no contact drills)
12. Hang gliding/ parachuting/ parasailing
13. Jousting
14. Kayaking, rafting or canoeing in greater than Class 3 rapids
15. Lacrosse and Rugby
16. Mechanical amusement rides or services
17. Motorized sporting equipment including speed or demolition events
18. Mosh Pits

19. Mountain Biking
20. Parades
21. Power Boat Racing
22. Professional Sporting Activities: games, racing, or contest of a professional nature
23. Pyrotechnics or explosives
24. Rap or Heavy Metal concerts
25. Raves
26. Rock Climbing
27. Rodeo or Roping Events
28. Scuba Diving
29. Sporting events if part of a league
30. Sporting events if non-professional, full contact (football, ice hockey, rugby, boxing, wrestling, contact karate, contact martial arts)
31. Tractor or Truck Pulls
32. Trampolines
33. Zoos

**Exclusion for participants.** This endorsement does not apply to “bodily injury” or “property damage” to any person while practicing for or participating in any sports or athletic contest or exhibition, or while performing in any concert, show, or theatrical event.

**Exclusion for Sale alcohol.** This endorsement does not apply to “bodily injury” or “property damage” arising from or caused, in whole or in part, by the Covered Party or Event Sponsor furnishing alcoholic beverages for which consumers are specifically charged by a third party vendor or caterer.

This Endorsement does not apply to liability arising from *Public Officials Errors and Omissions*.

This Endorsement does not eliminate the operation of any Exclusion in the Memorandum of Coverage.

This endorsement does not provide drop down coverage or reduce the retained limit under the reinsurance program.

This Endorsement forms a part of the Memorandum of Coverage for the program year indicated above.

**Effective date: July 1, 2009**

July 1, 2009

Date

  
Robert J. German, General Manager

# CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

## PROGRAM YEAR 2009-2010

### PROPOSED ENDORSEMENT NO. 6

With respect to *bodily injury or property damage* arising out of, and caused by, a “Special Event,” the *Retained Limit* stated in the Declarations Page is amended to \$25,000.

For purposes of this Endorsement, “Special Event” means an event described below for which a third party (“Event Sponsor”), by written contract (including by permit agreement executed by the Event Sponsor), agrees to use facilities of the Covered Party for a specified period of time and activity, and agrees by the contract to indemnify and hold harmless the Covered Party from risk of loss arising from the event.

The indemnity and hold harmless agreement must provide that the Event Sponsor “agrees to indemnify and hold harmless [covered party] and its agents and employees from and against any injury, damage, claims, actions or suits arising out of the [Special Event], including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify [covered party] from and against any injury, damage, claims, actions or suits arising out of or connected with the [special event].”

“Special Event” does not include:

1. Aircraft/aviation events (static displays are not excluded)
2. All terrain boarding
3. Ballooning or balloon rides
4. Base jumping
5. Bouldering
6. Bungee Jumping
7. Carnival rides
8. Circuses
9. Diving
10. Events over 6 hours in duration
11. Events with over 1500 attendees
12. Football (except passing camps with no contact drills)
13. Hang gliding/ parachuting/ parasailing
14. Jousting
15. Kayaking, rafting or canoeing in greater than Class 3 rapids
16. Lacrosse and Rugby
17. Mechanical amusement rides or services
18. Motorized sporting equipment including speed or demolition events
19. Mosh Pits
20. Mountain Biking

21. Parades
22. Power Boat Racing
23. Professional Sporting Activities: games, racing, or contest of a professional nature
24. Pyrotechnics or explosives
25. Rap or Heavy Metal concerts
26. Raves
27. Rock Climbing
28. Rodeo or Roping Events
29. Scuba Diving
30. Sporting events if part of a league, whether amateur or professional
31. Sporting events if non-professional, full contact (football, ice hockey, rugby, boxing, wrestling, contact karate, contact martial arts)
32. Tractor or Truck Pulls
33. Trampolines
34. Zoos

**Exclusion for participants.** This endorsement does not apply to “bodily injury” or “property damage” to any person while practicing for or participating in any sports or athletic contest or exhibition, or while performing in any concert, show, or theatrical event.

**Exclusion for Sale alcohol.** This endorsement does not apply to “bodily injury” or “property damage” arising from or caused, in whole or in part, by the Covered Party or Event Sponsor furnishing alcoholic beverages for which consumers are specifically charged by a third party vendor or caterer.

This Endorsement does not apply to liability arising from *Public Officials Errors and Omissions*.

This Endorsement does not eliminate the operation of any Exclusion in the Memorandum of Coverage.

This Endorsement does not provide drop down coverage or reduce the retained limit under the reinsurance program.

This Endorsement completely replaces Endorsement #4 which is hereby revoked in its entirety.

This Endorsement forms a part of the Memorandum of Coverage for the program year indicated above.

**Effective date: July 1, 2009**

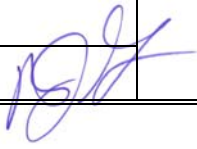
\_\_\_\_\_  
July 1, 2009

Date

\_\_\_\_\_  
Robert J. German, General Manager

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 15</b>	<b><u>Title:</u> RISK MANAGEMENT ISSUES</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1107</b>	
<b>General Manager:</b> 	

**Recommended Action:**

None

**Item Explanation:**

This item is reserved for the discussion of risk management issues that are of concern to the members and for the provision of status updates on the risk management program.

Issues that have been requested to be listed for discussion are set forth below.

- 1) H1N1 (David Clovis, *CJPRMA*)
- 2) MSA Registration (David Clovis, *CJPRMA*)
- 3) Proposed adjustment to expense policy for 2010 PARMA Conference (Robert German, *CJPRMA*)
- 4) Member Funding (Robert German, *CJPRMA*)
- 5) Committee Appointments (Bill Henderson, *Livermore*)

**Fiscal Impact:**

None

**Exhibits:**

- 1) CJPRMA Expense Policy

**Board Action:**



## CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

### ***Expense Reimbursement Policy for Board Members/Alternates and Staff***

Board Members/Alternates and Staff shall be reimbursed for actual and necessary expenses incurred in performing their official duties.

1) Attendance at Meetings

Board Members/Alternates and Staff shall be reimbursed for the actual and necessary expenses they incur to attend meetings, such as Board meetings, Executive Committee meetings, Committee meetings or meetings of a similar nature.

They will be compensated for the reasonable cost of travel, meals, lodging, and other related expenses.

Mileage shall be reimbursed at the current Internal Revenue Service rate.

2) Attendance at Conferences or Organized Educational Activities

Board Members/Alternates and Staff shall be reimbursed for the actual and necessary expenses they incur to attend authorized conferences, organized educational activities, or activities of a similar nature.

They will be compensated for the reasonable cost of travel, meals, lodging, and other related expenses.

Mileage shall be reimbursed at the current Internal Revenue Service rate.

3) Number of Authorized Attendees

CJPRMA will reimburse its members for the cost of having one representative from each member entity attend the CAJPA and PARMA conferences, subject to the limitations contained herein.

CJPRMA will reimburse its members for the cost of having two representatives from each member entity attend its annual meeting, as long as at least one is a Board Member or Alternate.

4) Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that it is available at the time of booking. If unavailable, comparable lodging consistent with this policy, will be authorized.

- 5) The cost of meals shall be limited to the following:

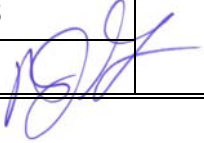
Breakfast	\$15.00
Lunch	\$20.00
Dinner	\$40.00

Receipts shall be required for the above reimbursements. In the event that receipts are unavailable, the reimbursement will be limited to the current Internal Revenue Service rate.

- 6) An expense reimbursement line item will be included for reasonable non-meal tips.
- 7) Government and/or group rates offered by a provider of transportation or lodging services shall be utilized whenever possible.
- 8) All expenses that do not fall within the Board expense policy shall be approved by the governing body, in a public meeting, before the expense is incurred.
- 9) Expense forms shall be provided by CJPRMA and must be utilized for reimbursements.
- 10) Expense reports shall document that the expenses meet the existing policy for expenditure of public resources.
- 11) Expense reports shall be submitted within a reasonable period of time, as determined by the Board of Directors, and shall be accompanied by receipts documenting each expense.
- 12) All documents related to reimbursable agency expenditures are public records subject to disclosure under the California Public Records Act.
- 13) Expense reports shall be retained by CJPRMA in compliance with its Records Retention Policy.
- 14) Ethics training shall be provided pursuant to the requirements set forth in the California Government Code.

**CALIFORNIA JOINT POWERS  
RISK MANAGEMENT AUTHORITY**

**AGENDA BILL**

<b>Item #: 16</b>	<b><u>Title:</u> STATUS UPDATE ON GENERAL MANAGER'S GOALS &amp; OBJECTIVES</b>
<b>Meeting:</b> 10/15/2009	
<b>Agenda Bill #: 1108</b>	
<b>General Manager:</b> 	

**Recommended Action:**

None. This item is being provided for information purposes only.

**Item Explanation:**

Subsequent to completing the organizational goals and objectives under the strategic plan, the General Manager was asked to prepare his own goals and objectives, incorporating everything that the Board had approved.

At its meeting of June 18, 2009, the Board approved the General Manager's goals and objectives.

The matter was then referred to the Executive Committee for finalization of the weight to be applied to each category for evaluation purposes. The final product, as approved by the Executive Committee at its meeting of September 8, 2009, is attached hereto as an exhibit.

The General Manger will report on the status of specific items at the meeting.

**Fiscal Impact:**

None.

**Exhibits:**

- 1) General Manager's Goals & Objectives for 2009/2010

**Board Action:**



## GENERAL MANAGER GOALS & OBJECTIVES FOR 2009-2010

GOALS	ACTION STEPS
<p>1. Maintain financial strength and solvency.</p> <p style="text-align: center;"><b>50%</b></p>	<ul style="list-style-type: none"> <li>A. Maintain affordable premiums for members.</li> <li>B. Provide enhanced services at affordable costs.</li> <li>C. Monitor organizational spending for budget compliance.</li> <li>D. Establish a vendor pool providing discounted services to members.</li> <li>E. Develop a method for comparing programs and services provided by other organizations.</li> <li>F. Monitor, review and evaluate all claims.</li> <li>G. Monitor the use of outside counsel services in order to ensure that they are cost effective and efficient.</li> <li>H. Negotiate settlements that minimize the financial impact on organizational resources.</li> </ul>
<p>2. Establish training programs for Board Members, staff and member entities.</p> <p style="text-align: center;"><b>10%</b></p>	<ul style="list-style-type: none"> <li>A. Identify essential core competencies for Board members and alternates.</li> <li>B. Develop a training curriculum focused on identified core competencies.</li> <li>C. Conduct New Board Member Orientation twice annually.</li> <li>D. Establish a process for collecting member loss data.</li> <li>E. Analyze loss data for categorical frequency and severity.</li> <li>F. Develop a comparative analysis for member to member experience.</li> <li>G. Create a training program focused on frequency and severity of losses.</li> <li>H. Implement a training program that optimizes member involvement and minimizes impact on member resources.</li> <li>I. Evaluate alternative methods for delivery of training programs.</li> <li>J. Create training program for professional development of staff.</li> </ul>

<p>3. Create standards for member Risk Management programs.</p> <p style="text-align: center;"><b>15%</b></p>	<ul style="list-style-type: none"> <li>A. Develop minimum standards for member Risk Management programs.</li> <li>B. Develop organizational standards (benchmarks) for comparing member programs.</li> <li>C. Explore alternative Risk Management programs.</li> <li>D. Provide enhanced Risk Management services to members.</li> <li>E. Create a member Risk Management audit policy and procedure.</li> <li>F. Create a member Risk Management accreditation program.</li> <li>G. Create model policies and procedures.</li> <li>H. Establish minimum standards for best practices.</li> <li>I. Provide enhanced communication to members including jury verdicts, legislative developments and other industry related developments.</li> <li>J. Provide enhanced briefings on closing cases.</li> </ul>
<p>4. Improve the agenda process by creating policies and procedures for agenda preparation and distribution.</p> <p style="text-align: center;"><b>10%</b></p>	<ul style="list-style-type: none"> <li>A. Create an agenda calendar which addresses dates for development and preparation of agendas.</li> <li>B. Increase the amount of background information provided in agenda bills.</li> <li>C. Review preliminary agenda with the Board President at least 14 days prior to each meeting.</li> </ul>
<p>5. Establish a permanent office site with meeting space.</p> <p style="text-align: center;"><b>5%</b></p>	<ul style="list-style-type: none"> <li>A. Award contracts for construction of improvements.</li> <li>B. Purchase furniture and equipment for new facility.</li> <li>C. Relocate staff and equipment to new facility.</li> <li>D. Sublease/terminate lease for existing office space.</li> <li>E. Complete the new facility within allocated budget.</li> </ul>

	<ul style="list-style-type: none"> <li>F. Schedule an Open House for new facility.</li> <li>G. Develop policy for use of the facility by members and outside parties.</li> <li>H. Provide periodic status updates to the Board and Executive Committee.</li> </ul>
<p>6. Conduct analysis to determine optimum organizational size and explore options for the provision of additional coverages, products and services.</p> <p style="text-align: center;"><b>10%</b></p>	<ul style="list-style-type: none"> <li>A. Conduct member survey to identify additional exposures.</li> <li>B. Evaluate optional coverage programs for common member exposures.</li> <li>C. Develop an enhanced special event program.</li> <li>D. Conduct an actuarial analysis.</li> <li>E. Create a marketing program based upon organizational needs.</li> <li>F. Identify potential new members, create a priority list, and market accordingly.</li> <li>G. Maintain an organizational size that provides optimal pricing and delivery of services.</li> <li>H. Develop marketing plan for members and non-members.</li> </ul>