



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

EXECUTIVE COMMITTEE MEETING

September 13, 2007 – 9:30 A.M.

**Conference Room
2333 San Ramon Valley Blvd.
San Ramon, CA 94583**

(925) 837-0667

Minutes

I. CALL TO ORDER:

President Ellerbrock called the meeting to order at 9:30 a.m.

II. ROLL CALL

PRESENT

- | | |
|----------------------------------|-----------------------------------|
| 1) Darrell Handy, <i>Alameda</i> | 4) Scott Ellerbrock, <i>PERMA</i> |
| 2) Robyn Kain, <i>Fairfield</i> | 5) Roger Carroll, <i>SCORE</i> |
| 3) Dixon Coulter, <i>NCCSIF</i> | |

ABSENT

Lynne Margolies, Jeff Tonks

OTHERS PRESENT

- 1) David Clovis, *CJPRMA*
- 2) Bob German, *CJPRMA*
- 3) Jeff Davis, *REMIF*

III. APPROVAL OF MINUTES

A motion by Director Carroll, seconded by Director Kain, to approve the minutes of the Executive Committee meeting held on February 27, 2007, passed unanimously.

IV. PRESENTATIONS

- None

V. CONSENT CALENDAR

- None

VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE EXECUTIVE COMMITTEE ON MATTERS OF EXECUTIVE COMMITTEE BUSINESS

- No one addressed the Executive Committee

VII. ACTION CALENDAR

1. Report on Annual Meeting

The Executive Committee recommended maintaining the current two and one-half day meeting. They asked Staff to consider alternative locations as well as the most recent ones. A recommendation will be made to the Board at the December 13 Board of Directors meeting.

2. Review of Board Policies

The General Manager provided a status update on the compilation of Board policies for the organization's twenty year history.

No action was taken.

3. Review of General Manager's Contract Signing Authority

The General Manager provided the results of the survey conducted of other JPAs regarding their levels of contract signing authority. After reviewing the information, the Executive Committee decided to continue with the current practice.

4. Review of General Manager's Salary Range

The Executive Committee was provided with survey data on the salary ranges and benefits of the General Managers of several other JPAs.

A motion by Director Coulter, seconded by Director Handy, to recommend to the Board of Directors that a salary range of \$135,000 to \$162,000 be established for the General Manager's position and to recommend that the auto allowance be increased to \$500 per month, plus reimbursement for mileage in excess of 50 miles per trip, at the current IRS rate, passed unanimously.

In addition, the Executive Committee directed Staff to have PERS provide actuarial studies on the cost of increasing the current retirement benefit to 2.7% at age 55 and 3% at age 60.

5. Review of General Manager's Contract

The Executive Committee was provided with information on the changes in the General Manager's contract that had occurred over the past several years. They asked the General Manager to draft an amendment to the contract which reflected those changes.

6. Status Report on General Manager's Goals and Objectives

The General Manager provided a status report on his current goals and objectives and presented the new ones for the 2007-2008 program year.

They asked that the premium stabilization issue and the personnel handbook be brought back for their review when completed.

7. General Manager's Performance Evaluation

The Executive Committee completed the General Manager's performance evaluation and approved a salary increase to \$135,000 per year.

VIII. CLOSED SESSION

1. **Government Code Section 54954.5**
Public Employee Performance Evaluation

Title: General Manager

IX. ACTION ON CLOSED SESSION ITEMS

- None

X. ADJOURNMENT

The meeting was adjourned at 12:10 p.m.