Executive Committee Meeting

YOUR BEST PROTECTION

ACWA JPIA
2100 Professional Drive
Roseville, CA 95661

Tuesday
October 22, 2024
2:00 p.m.

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District

Vice-Chair: David A. Drake, Rincon del Diablo Municipal Water District

Ernie Avila, Contra Costa Water District, ACWA VP

Chris Kapheim, Kings River Conservation District

Szu Pei Lu-Yang, Rowland Water District

Scott Ratterman, Calaveras County Water District

Randall J. Reed, Cucamonga Valley Water District

J. Bruce Rupp, Humboldt Bay Municipal Water District

David Wheaton, Citrus Heights Water District

Executive Committee Core Values

Trust | Integrity | Listen | Good of the Whole

EXECUTIVE COMMITTEE MEETING

AGENDA

ACWA JPIA
2100 Professional Drive, Roseville, CA 95661
(800) 231-5742 - WWW.ACWAJPIA.COM

Executive Committee Core Values
Trust | Integrity | Listen | Good of the Whole

Tuesday, October 22, 2024 – 2:00 p.m.

Zoom Link Meeting ID: 532 180 4035; Password: 5742; Telephone Number (669) 900-6833

This meeting shall consist of a simultaneous Zoom teleconference call at the ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661 and the following remote sites:

- Avila – 104 Forest Hill Drive, Clayton
- Drake – 325 Rock Ridge Place, Escondido
- Kapheim – 11101 Avenue 412, Dinuba
- Lu-Yang – 500 North Brand Boulevard, Suite 1850, Glendale
- McDonald – 254 East Valley Street, San Bernardino
- Ratterman – 1216 Magers Road, San Andreas
- Reed – 6171 Columbus Court, Alta Loma
- Rupp – 229 Boyle Drive, Eureka
- Wheaton – 6230 Sylvan Road, Citrus Heights

WELCOME, CALL TO ORDER, ANNOUNCEMENT OF QUORUM, AND INTRODUCTIONS

PLEDGE OF ALLEGIANCE

ANNOUNCE RECORDING OF MEETING This meeting may be recorded to assist in preparation of minutes. Recordings will only be kept 30 days following the meeting, as mandated by the Ralph M. Brown Act.

PUBLIC COMMENT Members of the public will be allowed to address the Executive Committee on any agenda item prior to the Committee's decision on the item. They will also be allowed to comment on any issues that they wish which may or may not be on the agenda. If anyone present wishes to be heard, please let the Chair know.

HYBRID PARTICIPATION GUIDELINES (See last page of the packet)

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Presenter			Page #
	I.	**CONSENT AGENDA**	
		A. Approve the Minutes of the September 26, 2024 Meeting	**4**
		B. Ratify the JPIA disbursements of: Vendor payments, Employee Benefits claim payments, Payroll, and Summary of Confidential Claims payments for the Liability, Property, & Workers' Compensation Programs: September 16-30, 2024 and pursuant to Government Code Section 53910 et seq.	
		C. Approve an Excused Absence for Any Executive Committee Member	
	II.	**ADMINISTRATION**	
McDonald		A. Report on Meetings Attended on Behalf of the JPIA	
Beatty	*	B. Demo of New Electronic Voting System	**10**
	III.	**UPCOMING MEETING**	
McDonald		A. Future Agenda Items	
McDonald	*	B. Review the Availability of the Committee Members for Upcoming Meeting to be Held at the Membership Summit in Palm Desert on December 2, 2024	
	IV.	**CLOSED SESSION**	
		A. Conference with Legal Counsel pending or threatened litigation- Pursuant to Government Code Section 54956.95	

ADJOURN

*Related items enclosed.

Americans with Disabilities Act – *The JPIA conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. A request for disability-related modification or accommodation, in order to participate in a public meeting of the JPIA, shall be made to: Chimene Camacho, Senior Executive Assistant, ACWA JPIA, PO Box 619082, Roseville, CA 95661-9082; telephone (916) 786-5742. The JPIA's normal business hours are Monday – Friday, 7:30 a.m. to 4:30 p.m. (Government Code Section 54954.2, subdivision. (a)(1).)*

Written materials relating to an item on this Agenda that are distributed to the JPIA's Executive Committee within 72 hours before it is to consider the item at its regularly scheduled meeting will be made available for public inspection at ACWA JPIA, 2100 Professional Drive, Roseville, CA 95661-3700; telephone (916) 786-5742. The JPIA's normal business hours are Monday – Friday, 7:30 a.m. to 4:30 p.m.

Unapproved Minutes

EXECUTIVE COMMITTEE MEETING
ACWA JPIA
2100 Professional Drive
Roseville, CA 95661

September 26, 2024

MEMBERS PRESENT

Chair: Melody A. McDonald, San Bernardino Valley Water Conservation District
Vice-Chair: David Drake, Rincon del Diablo Municipal Water District
Ernie Avila, Contra Costa Water District
Chris Kapheim, Kings River Conservation District
Szu Pei Lu-Yang, Rowland Water District
Scott Ratterman, Calaveras County Water District
Randall Reed, Cucamonga Valley Water District
J. Bruce Rupp, Humboldt Bay Municipal Water District
David Wheaton, Citrus Heights Water District

MEMBERS ABSENT

None

STAFF PRESENT

Chief Executive Officer/Secretary: Adrienne Beatty
Laura Baryak, Event Planner
Erin Bowles, Workers' Compensation Manager
Chimene Camacho, Sr. Executive Assistant to the CEO *(Recording Secretary)*
Sarah Crawford, Member Education Manager (arrived @ 8:17 a.m.)
Debbie Cruz, Lead Member Services Representative
David deBernardi, Director of Finance
Robert Greenfield, General Counsel
Jennifer Jobe, Director of Pooled Programs
Erik Kowalewski, IT Manager
Jackie Rech, Benefits Specialist (via Zoom)
Jillian Sciancalepore, Administrative Assistant III
Heidi Singer, Accountant II
Dan Steele, Finance Manager
Kayla Villa, Litigation Manager
Tony Waterford, Human Resources Manager
Nidia Watkins, Member Services Representative II
Cece Wuchter, Lead Senior Claims Adjuster (via Zoom)

OTHERS IN ATTENDANCE

Tiffany Giammona, ACWA Senior Director of Operations & Member Engagement

Brent Hastey, Reclamation District 784 (arrived @ 9:03 a.m.)
Joel Metzger, Utica Water & Power Authority (via Zoom)
Alex Tokar, Aon (via Zoom)

WELCOME

Chair McDonald welcomed everyone in attendance.

CALL TO ORDER AND ANNOUNCEMENT OF QUORUM

Chair McDonald called the meeting to order at 8:00 a.m. She announced there was a quorum.

PLEDGE OF ALLEGIANCE

Chair McDonald led the Pledge of Allegiance.

ANNOUNCE RECORDING OF MEETING

Chair McDonald announced that the meeting would be recorded to assist in preparation of minutes. Recordings are kept 30 days following the meeting, as mandated by the Ralph M. Brown Act.

PUBLIC COMMENT

Chair McDonald noted that, as the agenda stated, members of the public would be allowed to address the Executive Committee on any agenda item prior to the Committee's decision on that item. Comments on any issues on the agenda, or not on the agenda, were also welcome. None were noted.

INTRODUCTIONS

Chair McDonald requested the Executive Committee, staff, and others in attendance to introduce themselves.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Chair McDonald asked for any additions to, or deletions from, the agenda. None were noted.

I. CONSENT AGENDA

Chair McDonald called for approval of the Consent Agenda.

> M/S/C (Rupp/Lu-Yang) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes ; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the minutes of the July 31, 2024 and August 19, 2024 meetings; Ratify the JPIA Disbursements of: Vendor payments, Employee Benefits Claim Payments, Payroll, and Summary of Confidential Claims Payments for the Liability, Property, & Workers' Compensation Programs: July 16-30, 2024, August 1-15, 2024, August 16-30, 2024, and September 1-15, 2024, pursuant to Government Code Section 53910 et seq.

II. ADMINISTRATION

Report on Meetings Attended on Behalf of the JPIA

Several Committee members reported attending the annual CAJPA Conference held in South Lake Tahoe, California from September 10-13, 2024. In August 2024, Ms. McDonald reported on attending memorial services for Chuck Wagenseller and Dan Klaff (former JPIA CEO).

III. PROGRAMS

Review and Take Action on the UHC Renewal Pricing

Ms. Jobe explained that due to changes in funding from The Centers for Medicare and Medicaid Services (CMS) for 2025, the renewal process with UHC has been delayed. Since no additional Employee Benefits Program Committee meetings are scheduled for the remainder of the year, it was decided that the pricing for the 2025 UHC Medicare Advantage PPO Medical Plans would be reviewed by the Executive Committee at today's meeting. After consulting with Alliant, staff was informed of a non-negotiable 25% increase for the 2025 policy year. Although staff explored potential plan design changes to mitigate the rate hike, they were unable to significantly reduce the overall cost.

> M/S/C (Rupp/Ratterman) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve a 25% rate increase for the UHC Medicare Advantage PPO plan, effective January 1, 2025.

IV. PERSONNEL COMMITTEE

Committee Chair McDonald reported on the recommendations of the Personnel Committee from its meeting on September 4, 2024. The Committee held an in-depth discussion on standardizing and structuring annual salary increases. One proposed option was to introduce a step-based pay system for each position, along with longevity pay for long-tenured employees. Ms. Beatty noted that staff is working through the implementation of a new performance rating process and will be researching a new wage progression tool as well. A motion to approve the 2024-25 Salary Schedule was presented, with Director Reed voting against the motion.

> M/S/C (Wheaton/Drake) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the new Risk Technician position.

> M/S/C (Rupp/Ratterman) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-No; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the 2024-25 Salary Schedule, as presented.

M/S/C (Reed/Drake) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve increasing the ACWA JPIA contribution to HSAs for participants in the Anthem and Kaiser CDHP plans, equal to an amount that will make the out-of-pocket deductible spend for participants equal to the Anthem PPO and Kaiser HMO deductibles, effective January 1, 2025 and for future years.

V. FINANCE AND AUDIT COMMITTEE

Committee Chair Drake reported on the recommendations of the Finance & Audit Committee from its meeting on September 25, 2024.

M/S/C (Ratterman/Kapheim) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the changes to the Investment Policy and forward it to the Board of Directors at Fall Summit for final approval.

M/S/C (Kapheim/Lu-Yang) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the new CAT Fund goals, as presented: Liability Program $29M; Workers' Compensation Program $12M; and Property Program $14M.

VI. LIABILITY PROGRAM COMMITTEE

Committee Chair Reed reported on the recommendations of the Liability Program Committee from its meeting on September 25, 2024.

M/S/C (Reed/Drake) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the revisions to the Liability Memorandum of Coverage, effective October 1, 2024.

M/S/C (Reed/Wheaton) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve the reinsurance and excess terms, conditions, and premiums as presented, effective October 1, 2024.

M/S/C (Reed/Kapheim) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee approve option 3 – a 7.5% rate increase in member contributions, effective October 1, 2024.

VII. UPDATES

ACWA Update
Ms. Giammona provided a brief update on ACWA's relevant current issues and events, including the ACWA Board's approval of a five-year strategic plan. Mr. Avila added a key component of the plan is the continued partnership between ACWA and ACWA JPIA.

CEO Update
Ms. Beatty reported that AB 2735 was vetoed by the Governor and expressed gratitude to everyone for their support in opposing the bill. Ms. Beatty also shared her participation in the ACWA 101 and ACWA Executive Edge programs, as well as the upcoming EPA Climate Workshop. Additionally, Ms. Beatty shared that she and Joone Lopez of Moulton Niguel Water District will co-present as water experts at the upcoming AWAC Public Entity Conference.

For the upcoming Fall Summit, Ms. Beatty highlighted planned changes to the structure and content, including replacing the Monday morning Executive Committee meeting with additional educational sessions.

Due to high demand, a third cohort has been added to JPIA's Leadership Program to be held in Southern California.

Lastly, recruitment is underway for the Director of Member Outreach position.

VIII. UPCOMING MEETING

Future Agenda items

Availability for Next Meeting: Due to scheduling conflicts, the Executive Committee re-scheduled their meeting from October 16, 2024 to October 22, 2024.

IX. CLOSED SESSION

Before proceeding into closed session, Chair McDonald announced the items to be discussed.

> M/S/C (Rupp/Drake) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes):
> That the Executive Committee adjourn to closed session.

At approximately 9:22 AM, the Executive Committee, upon advice of General Counsel, adjourned to closed session to discuss:

A. Conference with Legal Counsel pending or threatened litigation - Pursuant to Government Code Sec. 54956.95.

B. Conference with Legal Counsel pending or threatened litigation - Pursuant to Government Code Sec. 54956.95.

M/S/C (Rupp/Kapheim) (Avila-Yes; Kapheim-Yes; Lu-Yang-Yes; Ratterman-Yes; Reed-Yes; Rupp-Yes; Wheaton-Yes; Drake-Yes; McDonald-Yes): That the Executive Committee reconvene to open session.

The Committee returned to open session at approximately 11:15 AM.

Closed Session Item A: No action taken.

Closed Session Item B: No action taken.

The Executive Committee meeting adjourned at 11:15 AM.

Attest:

X

Melody McDonald
Chair

X

Adrienne Beatty
Secretary

ACWA JPIA
New Electronic Voting System
October 22, 2024

BACKGROUND
The Live Tally system has been the primary voting platform for members since its implementation in 2014. This year, Live Tally has closed its business, prompting staff to explore a new electronic voting system to replace it.

CURRENT SITUATION
Staff had to research a new electronic voting system, ensuring that the JPIA system requirements are met: it must handle both motions and elections, be accessible via the internet and phone, user-friendly, secure, and generate a comprehensive voting report after meetings.

Demos from five potential vendors were viewed and evaluated, selecting two to present high-level demos to leadership. MeetingPulse emerged as the clear frontrunner due to unique features such as registration generation, proxy voting, PowerPoint integration, and instant graph results.

Aaron Lifshin and Emily Zaehring of MeetingPulse will demo the product to the Executive Committee. The new system will be used at the Fall Summit in Palm Desert.

RECOMMENDATION
None, information only.

Prepared by: Chimene Camacho, Sr. Executive Assistant Date prepared: October 9, 2024

ACWA JPIA MEETINGS & CONFERENCE CALENDAR – 2024

Meeting Dates	Board of Directors	Executive	Personnel	Finance & Audit	Programs				Risk Mgmt	CWIF
					Emp. Benefits	Liability	Property	Work Comp		
Jan 8			10:00 AM Zoom							
Jan 17									1:00 PM	
Jan 18		8:00 AM								
January 29-30- Strategic Planning Session - San Diego										
Mar 20				1:00 PM		10:30 AM	3:00 PM			
Mar 21		8:30 AM								
April 26		9:00 AM Zoom								
May 6	1:45 PM	10:30 AM			9:00 AM					
May 7-9 ACWA Spring Conference – Sacramento										
May 31										9:00 AM Utah
June 3			11:00 AM Zoom							
June 20							3:00 PM	1:00 PM		
June 21		8:00 AM								11:00 AM
July 31		1:00 PM			9:30 AM					
Sept 4			10:00 AM Zoom							
Sept 25				1:00 PM		3:00 PM				
Sept 26		8:00 AM								11:00 AM
Oct 22		2:00 PM Zoom								
Dec 2	2:00 PM									8:15 AM
December 3-5 ACWA Fall Conference – Palm Desert										

- AGRiP Governance Conference, Nashville, TN – March 3-6, 2024
- CICA Conference, Scottsdale, AZ – March 10-12, 2024
- CAJPA Conference, Lake Tahoe – September 10-13, 2024

Hybrid Meeting Participation Guidelines

For Remote Meeting Participants

Remember to mute yourself until you are ready to speak.

If you have a question or comment, raise your hand in Zoom.

To raise or lower your hand:

1. For PC users:
    a. Press ‘Alt-Y’ on your keyboard
    b. Or go to ‘Reactions’ on your Zoom screen
2. For IPAD users, go to ‘More’.
3. For telephone (audio only) users, press * then 9.

For In-House Meeting Participants

Remember to use your microphone when speaking.

- Remote participants will not hear you if you don’t.
- Before speaking, check that your mic is unmuted (green light).

For in-house participants that do not have a microphone, please wait for the mic runner before speaking.