

MONDAY, SEPTEMBER 25, 2017

Local Government Center, Salem, Oregon (*via conference call*)

PACE Trustee members in attendance at meeting start: Phil Wentz, Tigard-Tualatin 23J Facilities Manager; Brett Yancey, Springfield Public Schools Chief Operations Officer; Debbie Laszlo, Redmond 2J Regional Risk/Benefits Manager; Sharla Andresen, Central Oregon Community College Director of Contracts & Risk; Mike Schofield, Gresham-Barlow 10 Chief Financial Officer; Marie Knight, Vernonia 47J Business Manager and Craig Prewitt, Phoenix-Talent 4 Board Chair

PACE Trustee absent at meeting start: Adam Stewart, Hillsboro 1J Chief Financial Officer and John Rexford, High Desert ESD Superintendent

SDAO staff in attendance at meeting start: Frank Stratton, Executive Director; Mike Doherty, Chief Financial Officer; Scott Neufeld, Director of Risk Management, Claims & PACE Services; Kevin Pardy, Underwriter; Jens Jensen, Property and Casualty Claims Manager and Dan Davenport, Manager of Risk Management

OSBA staff in attendance at meeting start: Mary Paulson, Deputy Executive Director; Rachel Fleenor, Branding & Digital Marketing Strategist and Haley Percell, Interim Director of Litigation Services

PACE staff absent at meeting start: Jim Green, Executive Director; Alex Pulaski, Director of Communications; Mike Robison, Interim PACE Administration & Director of Finance and Pamela Mullen, PACE Administration Assistant

Guest in attendance at meeting start: Dave Harvey, incoming PACE Administrator

Chair Debbie Laszlo called the meeting to order at 10:00 a.m.

I. Welcome / Introductions – *Debbie Laszlo*

II. **ACTION ITEMS**

A. Approval of July 25, 2017 minutes – **ACTION**
Motion: Craig Prewitt moved approval of minutes. Seconded by Phil Wentz.

The board voted on the motion and it passed unanimously.

B. PACT / SDAO Distribution Policy – **ACTION**
Motion: Phil Wentz moved approval of the PACE / SDAO distribution policy and to eliminate the last sentence on page 2, Section 5; subsection 1, ii as presented by staff. Seconded by Marie Knight.

The board voted on the motion and it passed unanimously.

C. Adopt PACE three (3) – five (5) year goals – **ACTION**

Motion: Phil Wentz moved adoption of PACEs three – five-year goals as presented. Seconded by Mike Schofield.

The board voted on the motion and it passed unanimously.

D. GAPS Settlement – **ACTION**

Motion: Brett Yancey moved approval of the GAPS settlement as presented by staff. Seconded by Craig Prewitt.

The board voted on the motion and it passed unanimously.

III. Consent Agenda - **ACTION**

Sample Motion: "I move approval of the consent agenda."

Requires a second and a vote but NO discussion of items on the consent agenda. If a board member wishes to discuss an item they should ask to have the item removed from the consent agenda and it will be taken up separately after the consent agenda.

- a. Investment Update – *Greg Coffey, Russell Investments*
- b. Financial Report - *Mike Doherty*
- c. Risk Management Report – *Dan Davenport*
- d. Communications Report – *Alex Pulaski*
- e. Legislative Update – *Lori Sattenspiel*
- f. PACE Pre-loss / Training Report – *Haley Percell*

Motion: Sharla Andresen moved approval of the Consent agenda. Seconded by Craig Prewitt.

The board voted on the motion and it passed unanimously.

IV. Claims Report – *Jens Jensen*

- A. In Executive Session - ORS 192.660(2)(f)
Discussion of pending claims and litigation.

Chair Debbie Laszlo calls the meeting into “Executive Session” at 10:20 a.m.

Chair Debbie Laszlo calls the meeting back into regular session at 10:36 a.m.

V. New Business

- A. SDAO Organization Changes – *Mike Robison / Frank Stratton*– **ACTION**
Updated the Trustees on the changes with Geoff Sinclair’s vacancy.
- B. Mary Paulson introduced & welcomed Dave Harvey, PACE Administrator who will start officially sometime early November 2017.

VI. Future Business Items

- A. *Next meeting, December 4, 2017 – Local Government Center, 1201 Court Street NE, (1st Floor - room 113), at 10:00 a.m.*

B. Trustee Training Opportunities

- a. Sept 27-29, 2017; OR-PRIMA Annual Conference, *Glenden Beach, OR*
- b. Oct 1-4, 2017; AGRiP Fall Educational Forum, *Baltimore, MD*
- c. Nov 9-12, 2017; OSBA Annual Convention, *Portland, OR*
- d. April 7-9, 2018; NSBA, *San Antonio, TX*
- e. April 19, 2018; PACE Day, *Salem, OR*
- f. June 3-6, 2018; PRIMA, *Indianapolis, IN*
- g. Sept. 30 – Oct. 3, 2018; AGRiP, *Portland, OR*

VI. Adjourn – 11:00 a.m.

Chair Debbie Laszlo adjourned the meeting at 10:48 a.m.