



BOARD OF TRUSTEES MEETING

July 28 2020

9:00am – 11:30am

AGENDA

PACE Trustee Minutes
Tuesday, July 28, 2020
Conference call via Zoom

PACE Trustee members in attendance at meeting start: Sharla Andresen, Central Oregon CC, Director of Contracts & Risk, Tim Belanger, Oregon Trail 46, Business Services Director; John Rexford, Leadership Support Specialist, High Desert ESD, Sharla Andresen, Board Chair, Craig Prewitt, Phoenix-Talent 4, Tenneal Wetherell, South Coast ESD 7, Superintendent, Brad Henry, CFO, Bend-La Pine, David Kruse, North Clackamas, Sherry Ely, Grants Pass

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

Guest in attendance at meeting start: Greg Coffey, Russell Investments, Chris Kyle, Russell Investments, Joel Troisi, Beecher Carlson, Richard Poling, Beecher Carlson, Debbie Laszlo, Redmond 2J Regional Risk/Benefits Manager; Marie Knight, Vernonia 47J Business Manager

OSBA staff in attendance at meeting start: Jim Green, Executive Director , Haley Percell, Director of Litigation Services; Dave Harvey, PACE Administrator, Meghan Peterson, PACE Administration Assistant; Rachel Baker, Digital Branding & Marketing Strategist; Chris Davidson, Director of Business Services, Alex Pulaski, Director of Communications



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Sharla begins the meeting at 9:02am

- I. Welcome - *Sharla Andresen*
 - A. Acknowledge guests - *Sharla Andresen*
 - a. *New Trustees in attendance*

- II. Approve agenda
Sample Motion: "I move approval of the agenda."
Dawn motions, Brett seconds with change of moving up Lori

- III. Presentations
 - A. Russell Investments - *Greg and Chris via Zoom*

- IV. Department Reports
 - A. Legislative Report - *Lori Sattenspiel*

- V. Action Items
 - A. April 15, 2020 meeting minutes
 - a. *"I move approval of the April 15, 2020 PACE Trust meeting minutes"*
Tim moves to approve, Brett seconds approval

 - B. Resolution honoring Trustee's Debbie Laszlo and Marie Knight - *Sharla Andresen*
Craig moves, Dawn seconds

 - C. Communicable Disease Defense Coverage Proposal - *Frank Stratton*

Options to decide between:
Frank recommends 50,000 per member, 1,00000 pool cap. And then come back and look at it and see how it goes.
Jim agrees with Frank's recommendations.
Craig agrees, and moves to go with Frank's recommendation.
David seconds after discussion.



Tim asks for more discussion, and asks what members will have to prove that it falls under the ppervue, if you comply with the guidelines, then you have immunity. More access to a smaller amount than less access to a higher amount. He would suggest 25K with 1,00,000 cap.

Brett has trust in administration pool cap, providing more access to districts is the best way to go.

Frank worries that 25K is not enough for school districts, and they'll be tapped out early on and worry they will not feel supported.

December review is good.

Tenneal reminds us that this will be a good faith for our members.

- D. 2020-21 Budget Revision - *Mike Doherty (Frank gives it)*
Sherry moves, Dawn seconds.

VI. Department Reports

- A. Claims Report - *Jens Jensen*

No executive session needed

- a. Litigation with representing counsel in executive session - Executive Session pursuant to ORS 192.660(2)(h),” which allows the Commission to meet in executive session to “consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.”

- B. Financial Report - *Mike Doherty*

VII. Committee Appointments

- A. Trustee Nomination Committee, *none needed at this time*

- B. Safety Award Committee, 3 Trustees

- a. Sherry, Dawn, Sharla

VIII. Discussion Items

- A. AGRiP Recognition - *Dave and Frank*

- B. Board Activity Reports - *Trustees*

- C. Pace Administration Update - *Dave Harvey*

- D. Future Trustee topics and activities - *All*

- a. *Tim - more evidence based awards rather than self-reported, ask for guidelines around, for December?*



E. Conflict of Interest forms - Trustees

IX. **Informational Reports** *Usually not discussed unless a Trustee has a question.*

- A. 2021-22 FY 5% GL Discount Process - *Scott Neufeld*
- B. Communications Report - *Alex Pulaski*
- C. Legal Department Year End Report - *Haley Percell*
- D. Underwriting Report - *Kevin Pardy*
- E. Risk Management Year End Report - *Dan Davenport*
- F. PACE 2020 Member Survey Results - *Dave*

X. **Future Trust Meetings and Activities**

- A. September 21, 2020
- B. December 1, 2020
- C. February 8, 2021
- D. April 14, 2021

XI. **Trustee Training Opportunities**

A. *Association of Governmental Risk Pools (AGRiP)*

Governance and Leadership Conference,

A focus on education for pool governing bodies, with additional leadership and timely operational content.

- March 7 - 10, 2021 - New Orleans, LA

Fall Educational Forum

Offers a variety of learning opportunities organized around specific pool operational tracks, most appropriate for pool management and executive staff.

- October 4 - 7, 2020 - Dallas, TX

B. *Oregon Public Risk Management Association (OR-PRIMA)*

Spring Conference

April 9, 2021 - OR Gardens

OR-PRIMA is the only state association dedicated solely to the practice of risk management in the public sector, providing a one-stop local resource for educational programming, risk resources and networking opportunities to chapter members who coordinate risk management, purchase insurance, manage human resources, administer safety programs, manage labor issues, and much more.

C. *Public Risk Management Association (PRIMA)*

Annual Convention

The Association's mission is to promote effective risk management in the public interest as an essential component of public administration.

June 13-16, 2021 - Wisconsin Center - Milwaukee WI



XII. Adjourn

Adjourned at 10:50am