



BOARD OF TRUSTEES MEETING DAY 1

July 21, 2025

10:00 am-4:00 pm

AGENDA

Riverhouse on the Deschutes
3075 N Hwy 97, Bend, OR 97703

PACE Trustees in-person: Dawn Moorefield (Chair), Interim Superintendent, Jefferson SD; David Kruse (Vice Chair), Director of Safety & Risk, North Clackamas; Tim Belanger, Business Director, Oregon Trail 46; Dawn Watson, OSBA Board Member, Phoenix-Talent 4; Olivia Meyers-Buch, Director of Operations and Finance, Lane ESD; Jordan Ely, Chief Financial Officer, Northwest ESD; Brad Henry, Chief Financial Officer, Jefferson County SD; George Mendoza, Superintendent, La Grande SD. John Rexford (Trustee Emeritus), Leadership Support Specialist, High Desert ESD;

PACE Trustee online: Sean Taggart, Director of Risk Management, Rogue Community College.

OSBA Staff: Dave Harvey, PACE Administrator; Emily Welborn, PACE Sr. Administrative Assistant; Emielle Nischik, Executive Director; Michael Miller, Interim Legal Services Director; Jaime Conder, Director of Finance and Operations; Stacy Michaelson, Director of Government Relations and Communications; Adrienne Anderson, Legislative Specialist; Henry van Vuuren, IT Analyst; Tonyia Brady, Senior Assistant Legal Counsel.

SDAO Staff: Frank Stratton, Executive Director; Scott Neufeld, Deputy Executive Director; Dan Davenport, Director of Risk Management; Jens Jensen, Property Casualty Claims Manager; Chris Hill, Underwriting Manager; Michael Doherty, Chief Financial Officer; Troy DeYoung, Sr. Risk Management Consultant.

Meeting was called to order at 10:06 am.

- I. **Welcome** - Dawn Moorefield
 - A. Introductions of guests

- II. **Education**
 - A. PACE Trustee Legal and Ethical Responsibilities- Michael Miller and Tonyia Brady



III. Discussion Items

A. **Budget committee vs Budget education meeting – *Dave Harvey***

Current practice is a budget committee consisting of two members from the board who meet with SDAO and OSBA representatives prior to the April Trust meeting to give initial approval of the budget. It was discussed whether we should continue the current practice or have a ‘budget education’ meeting. The main difference being it would no longer be a public meeting, no approval/recommendation/action would be taken. It would be open to all Trustees to attend to learn the fine details of the budget prior to its adoption in April. No action was taken at this time. Dave to bring proposal back at a later Trust meeting.

B. **AGRiP Advisory Standards Recognition application review – *Dave Harvey***

First draft of application provided for Trustees to review. Trustees will need to adopt a couple more policies to satisfy the application. No action at this time, Dave will bring back in September with remaining policies (PACE Code of Conduct) for approval from the board. Once approved Dave will submit with the \$750 fee to gain national recognition that PACE is following best practices.

C. **PACE Board Policy: Code of Conduct – *Dave Harvey***

Board reviewed Code of Conduct and discussed need for policy to be simplified with minimum expectations. No action taken at this time, John and Dave to re-write and bring back to the September board meeting.

D. **PACE Board Policy: Financial Communications Policy – *Dave Harvey***

Policy presented codified existing practices. PACE shares financial information with members annually. Section 6 required staff to confirm compliance with policy annually. Board ultimately felt section 6 was not needed.



Brad Henry motioned to accept the sharing of PACE annual financial information with the strike out of number 6. Jordan Ely seconded the motion. None opposed, none abstained. Motion carried.

Olivia Meyers-Buch: Yea, David Kruse: Yea, Brad Henry: Yea, Sean Taggart (online): Yea, Jordan Ely: Yea, George Medoza: Yea, Tim Belanger: Yea, Dawn Moorefield: Yea, Dawn Watson: Yea.

E. PACE Board Policy: Local Contract Review Board Policy

Presented local contract review board policy to align procurement practices with Oregon law and AGRiP standards. Policy modeled after state procurement rules but modified for PACE operations. Most contracts being procured are for reinsurance or large service contracts which are already brought to the board for approval. Section 110-013 to be amended to set dollar threshold at \$250,000.

George Mendoza motioned to approve Local Contract Review Board Policy with a change to section 110-013 inserting \$250,000. David Kruse seconded the motion. None opposed, none abstained. Motion carried.

Olivia Meyers-Buch: Yea, David Kruse: Yea, Brad Henry: Yea, Sean Taggart: Yea, Jordan Ely: Yea, George Medoza: Yea, Tim Belanger: Yea, Dawn Moorefield: Yea, Dawn Watson: Yea.

F. PACE Board Policy: PACE Service Provider Contracts Policy

Policy outlines requirements for contract approval, documentation, and oversight. Two sections required input of dollar amounts: section 3 board agreed should match the state procurement law and set at \$250,000, Section 7(a) defined “de minimis” contracts- board agreed on \$25,000 meaning any contracts larger receive annual documentation review.

Olivia motioned to approve the service provider contracts policy revising section 3 by inserting \$250,000 as the dollar amount and revising section 7 subsection a by inserting the dollar amount \$25,000. Jordan Ely seconded the motion. None opposed, none abstained. Motion carried.



Olivia Meyers-Buch: Yea, David Kruse: Yea, Brad Henry: Yea, Sean Taggart: Yea, Jordan Ely: Yea, George Medoza: Yea, Tim Belanger: Yea, Dawn Moorefield: Yea, Dawn Watson: Yea.

IV. Action Items

A. PACE Logo update - *Dave Harvey*

Logo tagline change presented changing the word 'savings' to 'stability' as the main goal of PACE is long-term program stability.

- a. Jordan Ely moved to approve the updated PACE logo, replacing the word 'savings' with 'stability'. David Kruse seconded the motion. None opposed, none abstained. Motion carried.

Olivia Meyers-Buch: Yea, David Kruse: Yea, Brad Henry: Yea, Sean Taggart: Yea, Jordan Ely: Yea, George Medoza: Yea, Tim Belanger: Yea, Dawn Moorefield: Yea, Dawn Watson: Yea.

V. Lunch, break for lunch called at 11:35 am.

Meeting resumed at 12:15 pm, Andy Pickering has joined, Tonyia Brady and Jordan Ely have exited.

VI. Presentations

A. Russell Investments - *Andy Pickering*

Andy Pickering taking over as account manager, replacing Darin Hogsed. Andy presented an update on market conditions and portfolio performance. Highlights included strong equity results in Q2 2025, diversification benefits from international holdings, and positive bond returns. He also provided an overview of the portfolio's asset allocation, private credit investments, and outlook for the coming months.



VII. **Department Reports** All Departments can take 10-15 minutes for their presentations

A. **Financial** – *Michael Doherty*

Mike reported that revenues finished above budget and overall expenses were on target, resulting in a positive year-end outcome. The biggest concern remains the continued rise in general liability (GL) claims. Retained earnings remain within the approved range.

B. **Underwriting** – *Chris Hill*

Chris summarized renewal challenges in the reinsurance markets and coverage changes implemented for members. Property reinsurance outcomes were better than anticipated, though liability layers required complex negotiations. Cyber and crime coverage were renewed, and updated coverage documents are being circulated to members.

C. **Communications** – *Stacy Michaelson*

Stacy highlighted the year's efforts, including marketing for PACE trainings, the annual report, newsletters, PSA video support, and social media campaigns. April's Sexual Assault Awareness Month campaign was noted as a key outreach effort.

D. **Risk Management**– *Dan Davenport*

Dan reported on member participation in self-assessment credits, use of the PACE website as a resource hub, and ongoing focus on sexual abuse prevention training. A new PSA video on grooming behaviors was produced and will be used in trainings and outreach.



E. **Government Relations-** Stacy Michaelson and *Adrienne Anderson*

Adrienne provided a legislative update highlighting several new laws impacting education and public entities. Key changes included adjustments to ethics rules, expanded timelines for bullying complaints, new requirements for student concussion accommodations, and updates to public meetings law. Additional bills addressed recreational immunity, age discrimination in hiring, and ODE's authority to sanction districts for non-compliance. Trustees expressed support for PACE staff continuing to provide training and guidance on new legal requirements.

F. **Legal-** *Michael Miller*

The legal team continues to provide extensive pre-loss support to members, primarily in employment law and public meetings law. Trainings were delivered statewide, and webinars on sexual conduct reporting and harassment prevention drew strong attendance. The team also managed over 60 litigated matters.

G. **Claims-** *Jens Jensen*

Jens shared updates on major cases, including successful resolutions that avoided significant trial risks. SAM (sexual abuse and misconduct) claims remain costly but early reporting has shortened case duration. Trends show continued high employment claims and expensive but fewer shop and swimming claims.

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

- A. April Meeting Minutes
- B. May Meeting Minutes
- C. June Meeting Minutes

IX. **Future Trust Meetings and Trustee Attendance** (sent to Trustees via calendar appointment)

- A. September 8, 2025: Trust Meeting-Salem, OR
- B. December 3, 2025: Trust Meeting-Eugene, OR
- C. December 4-5, 2025: COSA Law Conference- Eugene, OR



- D. February 23, 2026: Trust Meeting- Salem, OR
- E. April 22, 2026: Trust Meeting- Sunriver, OR
- F. April 23, 2026: PACE Day & PACE Agent's Day- Sunriver, OR
- G. July 20-21, 2026: Trust Meeting- Bend, OR

X. Trustee Training Opportunities

- A. *AGRiP Governance Conference*
 - a. **March 1-4, 2026**
Nashville, TN
- B. *Public Risk Management Association (PRIMA) Annual Convention*
 - a. **June 7-10, 2026**
Ft. Lauderdale, FL
 - b. **June 13-16, 2027**
New Orleans, LA
 - c. **June 11-14, 2028**
Atlanta, GA

XI. Adjourn Meeting adjourned at 2:08 pm.