

Tuolumne Joint Powers Authority

Our mission is to protect member resources and strive to maintain a safe and healthy school workplace.



Committee Meeting Minutes

March 14, 2024

9:00 a.m.

Bret Harte Union High School District Board Room #53
323 South Main St, Angels Camp, CA

This meeting was conducted via teleconference with:

TJPA Committee Member Jana Hanak, Alpine COE/USD Representative at the following location:

Alpine County Unified School District

43 Hawkside Drive

Markleeville, CA 96120

In Attendance;

Scott Nanik, Bret Harte UHSD

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Nicolas Wade, Columbia SD

Cheryl Griffiths, Sonora SD

Ed Pelfrey, Sonora UHSD

Isabel Valadez, Soulsbyville SD

Also in attendance were: Lisa Rico of Tuolumne County Superintendent of Schools; Norma Wallace and Jean Wolfgang of the Tuolumne JPA.

1.0 Opening Business

1.1 Call to Order

The meeting was called to order by Claudia Davis at 9:02 a.m.

1.2 Adoption of the Agenda – *Items to be deleted or added according to G.C. 54954*

The Agenda was adopted unanimously after a motion from Nicolas Wade and a second from Kathy Griggs.

1.3 Public Comment

There were no public comments.

2.0 Action Items

2.1 Approval of Committee Meeting minutes for January 11, 2024

The Committee Meeting minutes for January 11, 2024 were approved unanimously, after a motion from Scott Nanik and a second from Ed Pelfrey.

2.2 Approval of Pay Voucher Reports for January 1, 2024 – February 29, 2024

Norma Wallace presented the Pay Voucher Report for the period of January 1, 2024 – February 29, 2024. The Pay Voucher Report for January 1, 2024 – February 29, 2024 was approved unanimously, after a motion from Ed Pelfrey and a second from Nicolas Wade.

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2.3 Approval of 2023-2024 2nd Interim Budget Revisions

Norma Wallace presented the 2023-2024 2nd Interim Budget Revisions. The 2023-2024 2nd Interim Budget Revisions were approved unanimously, after a motion from Nicolas Wade and a second from Cheryl Griffiths.

2.4 Approval of 2023-2024 2nd Interim Administrative Costs

Norma Wallace presented the 2023-2024 2nd Administrative Costs. The 2023-2024 2nd Interim Administrative Costs were approved unanimously, after a motion from Scott Nanik and a second from Ed Pelfrey.

2.5 Approval of Financial Reports through January 31, 2024

Norma Wallace presented the Financial Reports through January 31, 2024. The Financial Reports through January 31, 2024 were approved unanimously, after a motion from Nicolas Wade and a second from Scott Nanik.

2.6 Approval of Tuolumne JPA Investment Policy – Review

Norma Wallace presented the Tuolumne JPA Investment Policy - Review. The Tuolumne JPA Investment Policy – Review was approved unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Nicolas Wade.

2.7 Approval of Tuolumne JPA Underwriting Policy

Norma Wallace presented the Tuolumne JPA Underwriting Policy. The Tuolumne JPA Underwriting Policy was approved unanimously, with a roll call vote, after a motion from Cheryl Griffiths and a second from Ed Pelfrey.

2.8 Approval of Tuolumne JPA Agreement & Bylaws – Revised

Norma Wallace presented the Tuolumne JPA Agreement & Bylaws - Revised. The Tuolumne JPA Agreement & Bylaws - Revised was approved unanimously, with a roll call vote, after a motion from Nicolas Wade and a second from Cheryl Griffiths.

2.9 Approval of Public School Works Contract July 1, 2024-June 30, 2027

Norma Wallace presented the Public School Works Contract July 1, 2024-June 30, 2027. The Public School Works Contract July 1, 2024-June 30, 2027 was approved unanimously, with a roll call vote, after a motion from Cheryl Griffiths and a second from Nicolas Wade.

2.10 Approval of ABD Contract February 1, 2024-January 31, 2027-Revised

Norma Wallace presented the ABD Contract February 1, 2024-January 31, 2027 - Revised. The ABD Contract February 1, 2024-January 31, 2027 - Revised was approved unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Ed Pelfrey.

2.11 Approval of LWP Contract July 1, 2024-June 30, 2029

Norma Wallace presented the LWP Contract July 1, 2024-June 30, 2029. The LWP Contract July 1, 2024-June 30, 2029 was approved unanimously, with a roll call vote, after a motion from Ed Pelfrey and a second from Scott Nanik.

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2.12 Approval of Company Nurse Contract July 1, 2024-June 30, 2027

Norma Wallace presented the Company Nurse Contract July 1, 2024-June 30, 2027. The Company Nurse Contract July 1, 2024-June 30, 2027 was approved unanimously, with a roll call vote, after a motion from Cheryl Griffiths and a second from Nicolas Wade.

2.13 Approval of Sampson & Sampson LLP Contract June 2025-June 2027

Norma Wallace presented the Sampson & Sampson LLP Contract June 2025-June 2027. The Sampson & Sampson LLP Contract June 2025-June 2027 was approved unanimously, with a roll call vote, after a motion from Scott Nanik and a second from Kathy Griggs.

2.14 Approval of Safety National Excess Insurance July 1, 2024-June 30, 2025

Norma Wallace presented the Safety National Excess Insurance July 1, 2024-June 30, 2025. The Safety National Excess Insurance July 1, 2024-June 30, 2025 was approved unanimously, with a roll call vote, after a motion from Claudia Davis and a second from Ed Pelfrey.

2.15 Approval of Preliminary 2024-2025 Workers' Compensation Rates

Norma Wallace presented the Preliminary 2024-2025 Workers' Compensation Rates. The Preliminary 2024-2025 Workers' Compensation Rates were approved unanimously, with a roll call vote, after a motion from Kathy Griggs and a second from Nicolas Wade.

3.0 Information/Discussion Items

3.1 ATV Use

Norma Wallace discussed ATV use on district property. The Committee would like this discussion item to be presented to the JPA Board.

3.2 Acceptable Use and Workplace Technology

Norma Wallace discussed Acceptable Use and Workplace Technology. She provided members with sample board policies.

3.3 Monsanto Weedkiller Lawsuit

Norma Wallace discussed use of Monsanto Weedkiller and products with **Glyphosate**.

3.4 2024-2025 Tuolumne JPA Contracted Services

Norma Wallace presented 2024-2025 Tuolumne JPA Contracted Services.

3.5 2024-2025 ABD Letter

Norma Wallace presented the 2024-2025 ABD Letter.

3.6 SISCII Property & Vehicle Update Reminder

Norma Wallace discussed SISCII Property & Vehicle Update Reminder.

3.7 2023-2024 Tuolumne JPA Training Date Reminders

Norma Wallace discussed 2023-2024 Tuolumne JPA Training Date Reminders.

- Aerial Lift Training – April 2 & June 10
- Forklift Training – April 2 & June 10
- REMS Workshop – June 12

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5.0 Adjournment

The meeting adjourned at 10:35 a.m.

Note: Next Regular Committee Meeting of the Tuolumne JPA Thursday,
April 25, 2024 at 9:00 a.m.
Bret Harte Union High School District Board Room #53
323 South Main St, Angels Camp, CA

Respectfully Submitted,

Jean Wolfgang
Executive Assistant, Account Specialist
Tuolumne JPA