

Tuolumne Joint Powers Authority

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



Board Meeting

Minutes

May 9, 2024

9:00 a.m.

Greenhorn Creek Resort

711 McCauley Ranch Rd.

Angels Camp, CA 95222

In Attendance in-person:

Jared Critchfield, Amador USD

Jennifer Shimer, Big Oak Flat/Groveland

Chris Fouts, Bret Harte UHSD

Claudia Davis, Calaveras COE

Kathy Griggs, Calaveras USD

Nicolas Wade, Columbia USD

Kristen Lopez, Curtis Creek SD

Contessa Pelfrey, Jamestown School

Catherine Eastburn, Mark Twain UESD

Cheryl Griffiths, Sonora Elementary

Ed Pelfrey, Sonora UHSD

Jeff Winfield, Soulsbyville SD

Isabel Valadez, Soulsbyville SD

Ben Howell, Summerville Elementary

Michael Merrill, Summerville UHSD

Cindy Jensen, Summerville UHSD

Gabe Wingo, Twain Harte SD

Zack Abernathy, Tuolumne County SOS

Tom Hoskins, Vallecito USD

Also in attendance were Erika Cotta from Calaveras USD and Norma Wallace and Jean Wolfgang from the Tuolumne JPA.

1.0 Call to Order

Zack Abernathy called the meeting to order at 9:10 a.m.

2.0 Pledge

Zack Abernathy led the Pledge of Allegiance.

3.0 Introductions

Board Members and guests introduced themselves.

4.0 Adoption of Agenda – *Items to be added or deleted according to G.C. 54954.2*

Item 8.6 has a typo; under Recommendation “Reclassification” not a “Restructure”. The Agenda, with correction, was adopted unanimously after a motion from Michael Merrill and a second Jared Critchfield

5.0 Adoption of Minutes

5.1 Tuolumne JPA Committee Meeting March 14, 2024

5.2 Tuolumne JPA Board Meeting, April 11, 2024

All meeting minutes were adopted unanimously after a motion from Claudia Davis and a second from Nicolas Wade.

Tuolumne Joint Powers Authority

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6.0 Public Comment

The law allows the Public to address the Board on any matter, whether or not it is on the Agenda; but the law prohibits action by the Board on NON-Agenda items according to G.C. 54954.3

There were no public comments.

7.0 Closed Session – G.C. 54956.95

The meeting was adjourned to closed session at 9:14 a.m. and returned to open session at 9:29 a.m.

7.1 Workers' Compensation Injury Summary Report

Norma Wallace discussed the Workers' Compensation Injury Summary Report with the Board.

7.2 Property & Liability Claims

Norma Wallace discussed Property & Liability Claims with the Board.

7.3 Public Employee Performance Evaluation

Title: Executive Director, JPA

The Board evaluated the Executive Director's performance for 2023-2024.

8.0 Action Item

8.1 Administrative Business Items

8.1.1 Establish JPA Board Meeting Schedule for 2024-2025

8.1.2 Establish JPA Calendar for 2024-2025

8.1.3 Designate JPA Official Address and Correspondence Address

8.1.4 Authorize JPA Warrant Signatures

Zack Abernathy presented the Administrative Business Items. Establish JPA Board Meeting Schedule 2024-2025, Establish JPA Calendar 2024-2025, Designate JPA Official Address and Correspondence Address and Authorize JPA Warrant Signatures were adopted unanimously, as presented, after a motion from Nicolas Wade and a second from Ben Howell.

8.2 Adoption of Financial Reports through March 31, 2024

Norma Wallace presented the Financial Reports through March 31, 2024. The Financial Reports through March 31, 2024 were adopted unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Claudia Davis and a second from Kathy Griggs.

8.3 Adoption of 2024-2025 Preliminary Property & Liability Rates

Norma Wallace presented the 2024-2025 Preliminary Property & Liability Rates. The 2024-2025 Preliminary Property & Liability Rates were adopted unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Claudia Davis and second from Chris Fouts.

8.4 Adoption of 2024-2025 Tuolumne JPA Safety Credit Program Administrative Costs

Norma Wallace presented the 2024-2025 Tuolumne JPA Safety Credit Program. Administrative

Tuolumne Joint Powers Authority

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Costs. The 2023-2024 Administrative Costs were adopted unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Cheryl Griffiths and a second from Ed Pelfrey.

8.5 Adoption of 2024-2025 Preliminary Budgets

Norma Wallace presented the 2024-2025 Preliminary Budgets. The 2024-2025 Preliminary Budgets were adopted unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Ed Pelfrey and a second from Tom Hoskins.

8.6 Adoption of Tuolumne JPA Executive Assistant/Account Specialist Reclassification

Norma Wallace presented the reclassification of the Tuolumne JPA Executive Assistant/Account Specialist to Executive Assistant Fiscal Analyst at Step 9 beginning the 2024-2025 fiscal year, to be funded through the existing fund balance. This proposal was unanimously approved, after a motion from Claudia Davis and a second from Ben Howell.

8.7 Policies and Guidelines

8.7.1 Approval of 2023-2024 Tuolumne JPA Field Trip, Event and Club Guidelines

Norma Wallace presented the 2024-2025 Tuolumne JPA Field Trip, Event and Club Guidelines. The 2024-2025 Tuolumne JPA Field Trip, Event and Club Guidelines were approved unanimously, as presented with corrections and recommended by the Tuolumne JPA Committee, after a motion from Claudia Davis and a second from Jared Critchfield.

8.7.2 Approval of Tuolumne JPA Appliance Guidelines-Revised

Norma Wallace presented the Tuolumne JPA Appliance Guidelines – Revised. The Tuolumne JPA Appliance Guidelines – Revised, with recommended changes to spreadsheet, was adopted unanimously, after a motion from Claudia Davis and a second from Kathy Griggs.

8.7.3 Approval of Tuolumne JPA Prohibited Products Policy

Norma Wallace presented the Tuolumne JPA Prohibited Products Policy. The Tuolumne JPA Prohibited Products Policy was approved unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Chris Fouts and a second from Nicolas Wade.

8.7.4 Approval of 2024-2025 Tuolumne JPA Annual Employee Training Matrix

Norma Wallace presented the 2024-2025 Tuolumne JPA Annual Employee Training Matrix. The 2024-2025 Tuolumne JPA Annual Employee Training Matrix was approved unanimously, as presented and recommended by the Tuolumne JPA Committee, after a motion from Nicolas Wade and a second from Tom Hoskins.

8.7.5 Adopt Education Code 42141 Compliance as it relates to Workers' Compensation

Norma Wallace discussed Education Code 42141 Compliance as it relates to Workers' Compensation with the Board. Education Code 42141 was adopted unanimously, as

Tuolumne Joint Powers Authority

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presented, after a motion from Jeff Winfield and a second from Gabe Wingo.

9.0 Information Items

9.1 Request for Pricing Workers' Compensation Program-Results

Norma Wallace presented the Request for Pricing Workers' Compensation Program-Results.

9.2 SB 88-Tuolumne JPA Transportation Policy

Norma Wallace discussed SB 88.

9.3 2024-2025 Tuolumne JPA Committee Member List

Norma Wallace presented the 2024-2025 Tuolumne JPA Committee Member List.

9.4 2024-2025 Tuolumne JPA Board Member List

Norma Wallace presented the 2024-2025 Tuolumne JPA Board Member List.

9.5 2023-2024 Tuolumne JPA Trainings/Workshops

Norma Wallace discussed the 2023-2024 Tuolumne JPA Trainings/Workshops.

- Aerial & Forklift Training, June 10
- REMS Training, June 11

9.6 AI Workshop-Update

Nicolas Wade updated Members on the AI Workshop scheduled for August 6, 2024.

9.7 Special Education Voluntary Coverage Program (SEVCP) SISC

Norma Wallace discussed the Special Education Voluntary Coverage Program (SEVP) SISC.

10.0 Requests/Correspondence

No Requests/Correspondence of interest were shared by Tuolumne JPA Board President Zack Abernathy or Tuolumne JPA Executive Director Norma Wallace. Jeff Winfield was recognized for his retirement.

11.0 Comments from Board Members

No comments from Board Members.

12.0 Adjournment

The meeting was adjourned at 11:28 a.m.

Next Regular Board Meeting of the Tuolumne Joint Powers Authority
Thursday, September 5, 2024 at 9:00 a.m.
Location TBD

Respectfully Submitted,

Tuolumne Joint Powers Authority

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Scott Nanik

Tuolumne JPA Secretary