

**BOARD OF DIRECTORS REGULAR MEETING**

June 21, 2023

**MINUTES**

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**1. CALL TO ORDER:**

The regular meeting of the Board of Directors was held on June 21, 2023. The Meeting was called to order by President Wetter at 10:02 a.m.

Members Present: President Dean Wetter, Vice President Larry Mazzuca, Secretary Colin Miller, Director Jim Friedl, Director Michelle Lacy, and Director Jill Nunes.

Members Absent: Director Lorena Cervantes.

CAPRI Staff Present: Executive Director Matthew Duarte, Administrative Analyst Monica Breck, and Safety Analyst Kirk Andre.

Others Present: Byrne Conley (Gibbons and Conley), Doug Wozniak (Alliant Insurance), Suzette Santos (Alliant Insurance), and two members of the public.

**2. INTRODUCTIONS:** Introduction of Suzette Santos with Alliant Insurance.

**3. PUBLIC COMMENTS:** None.

**4. CLOSED SESSION:** None.

**5. REPORT FROM CLOSED SESSION:** None.

**6. CONSENT AGENDA:**

- 6.1** Approval of CAPRI Board Minutes
  - May 17, 2023

**MOTION:**

*Director Michelle Lacy made a motion to approve the CAPRI Board Minutes for the May 17, 2023 Board Meeting. Secretary Colin Miller seconded the motion.*

**Ayes:** Wetter, Mazzuca, Miller, Friedl, Lacy, and Nunes  
**Nays:** None  
**Abstain:** None  
**Absent:** Cervantes

7. **PULLED CONSENT ITEMS:** None.

8. **SPECIAL REPORTS:** None.

9. **DISCUSSION/ACTION ITEMS:**

**9.1 CAPRI Excess Insurance Renewals**

Executive Director Duarte and Mr. Doug Wozniak reviewed and discussed the Excess Insurance renewals for the WC, GL, Property, and Crime programs for the 2023-2024 policy year. The most current insurance premium estimate values for 2023-24 were provided alongside the expiring 2022-2023 insurance costs for comparison.

**MOTION:**

*Director Jim Friedl made a motion to provide Staff with authority to renew the following for FY 23-24:*

1. *WC Program Excess Insurance policy with PRISM in the amount of \$875,471*
2. *GL Program Excess Insurance policy with PRISM in the amount of \$1,755,755*
3. *Property Program Excess Insurance policy with APIP in the amount of \$5,751,218.40 with the following caveats:*
  - a. *Wildfire deductible of \$5M, with first \$150k covered by CAPRI*
  - b. *Remove Earthquake; Members will have first \$150k covered by CAPRI*
4. *Government Crime Insurance policy in the amount of \$18,017.*
5. *Identity Fraud Expense Reimbursement Coverage two-year policy in the amount of \$11,911.35 to include part-time employees in addition to full-time employees.*

*Director Michelle Lacy seconded the motion.*

**Ayes:** Wetter, Miller, Friedl, Lacy  
**Nays:** Mazzuca, Nunes  
**Abstain:** None  
**Absent:** Cervantes

**9.2 WC Premium Allocation Formula 2023/2024**

Staff presented and the Board discussed the updated draft WC Premium allocation for 2023/2024. The Board previously made funding decisions, leaving just the impact of the excess insurance component to review at this meeting.

**MOTION:**

*Director Michelle Lacy made a motion to approve the 2023/2024 Workers' Compensation Member Premiums. Director Larry Mazzuca seconded the motion.*

**Ayes:** *Wetter, Mazzuca, Miller, Friedl, Lacy, and Nunes*

**Nays:** *None*

**Abstain:** *None*

**Absent:** *Cervantes*

**9.3 GL & Property Premium Allocation Formula 2023/2024**

Staff presented and the Board discussed the updated draft Liability & Property Premium allocation for 2023/2024. The Board previously made funding decisions, leaving just the impact of the excess insurance component to review at this meeting.

**MOTION:**

*Director Larry Mazzuca made a motion to approve the 2023/2024 General Liability and Property Member Premiums. Director Jim Friedl seconded the motion.*

**Ayes:** *Wetter, Mazzuca, Miller, Friedl, Lacy, and Nunes*

**Nays:** *None*

**Abstain:** *None*

**Absent:** *Cervantes*

**9.4 Extension of James Marta & Company Contract 2024-2026**

The Board reviewed and discussed the proposed contract extension with CAPRI's auditor, James Marta & Company. This extension would cover audit of financial statements for fiscal years ending June 2024, 2025, and 2026.

**MOTION:**

*Director Jim Friedl made a motion to approve the proposed three-year contract with James Marta & company. Director Michelle Lacy seconded the motion.*

**Ayes:** *Wetter, Mazzuca, Miller, Friedl, Lacy, and Nunes*

**Nays:** *None*

**Abstain:** *None*

**Absent:** *Cervantes*

**10. EXECUTIVE DIRECTOR/STAFF REPORTS:**

Congratulations to Rancho Simi Recreation and Park District for completing repairs to property damage following the Woolsey wildfire!

**11. BOARD MEMBER REPORTS:**

**11.1 Board Member Comments**

There were no comments.

**12. FUTURE AGENDA ITEMS:**


The Board of Directors had no comments or questions.

**13. ANNOUNCEMENTS:**

The next CAPRI Board of Directors Meeting is scheduled for August 28, 2023.

**14. ADJOURNMENT:**

The Board adjourned the meeting at 11:19 a.m.



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Colin Miller,  
Secretary for the CAPRI Board of Directors