



**Nevada Public Agency Insurance Pool
Public Agency Compensation Trust**
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**Minutes of Meeting of the Joint Meeting of
the Board of Directors and of the Executive Committees of
Nevada Public Agency Insurance Pool and
the Board of Trustees of
Public Agency Compensation Trust
Place: John Ascuaga's Nugget,
Sparks, Nevada**

Date: April 24, 2014 Time: 1:30 p.m.

Date: April 25, 2014 Time: 8:00 a.m.

Board Workshop 4-24-2014

Vulnerability 2030 Scenario Workshop

Wayne Carlson facilitated this afternoon workshop which focused on four scenarios that could challenge communities between now and 2030. The participants were asked to consider the implications of each scenario as it may apply to local communities and how current strategies would address these scenarios. They also discussed possible new strategies for each scenario and which strategies they could adopt to work in multiple scenarios. The collective feedback will be useful input for a future NPAIP/PACT retreat that addresses how the pools could be of assistance to members in such scenarios.

JOINT BOARDS and EXECUTIVE COMMITTEES'

April 25, 2014

1. Introductions and Roll

A sign-in sheet was circulated and a quorum determined to be present. Chair Kalt called for oral introductions as well.

2. Public Comment

Chair Kalt opened public comment. No public comment was forthcoming so the comment period was closed.

3. Board Orientation

Wayne Carlson presented an overview of the pools, governance structure, board members roles and responsibilities, the mission and vision and the scope of services. He noted that such an orientation also fills a required element of the pools' sustaining their status as recognized pools by AGRiP.

4. For Possible Action: Acceptance of Investment Advisor's Report and Action on Recommendations

Representatives Steve Chylinski and Jordan Lillian from Eagle Asset Managers, the principal fixed income money managers for the pools and their captives, presented a review of the investment performance and suggestions for future strategies. Joe Woods, investment advisor from Raymond James & Associates, reviewed the overall portfolio for the pools and captives and the market outlook. They responded to questions from board members.

On motion and second to accept the investment reports, the motion carried.

5. For Possible Action: Review of Investment Policies and Procedures

- a. PACT Investment Guidelines**
- b. POOL Investment Guidelines**

Paul Johnson commented about the importance of reviewing these policies to assure effective and prudent investments. Doug Smith said there was no indicated need to make any changes to the policies at this time. He noted the portfolio allocation guidelines enabled effective monitoring of performance. Wayne Carlson also noted that this review is an annually required element of the AGRiP recognition program.

On motion and second to maintain the investment guidelines for both pools, the motion carried.

6. For Possible Action: Consent Agenda: Approve as a Whole Unless Moved From Consent Agenda

- 1. Approval of Minutes of Board:**
 - Joint Board Meeting April 25 & 26, 2013**
- 2. Acceptance of Minutes of Committee Meetings**
 - Joint Executive Committee Meeting of April 23, 2013**
 - Joint Executive Committee Meeting of May 29, 2013**
 - Joint Executive Committee Meeting of March 3, 2014**
 - Audit Committee Meeting of October 29, 2013**
 - Audit Committee Meeting of November 20, 2013**
 - Human Resources Oversight Committee Meeting of June 7, 2013**
 - Human Resources Oversight Committee Meeting of September 20, 2013**
 - Human Resources Oversight Committee Meeting of December 13, 2013**
 - Human Resources Oversight Committee Meeting of March 28, 2014**
 - Loss Control Committee Meeting of January 16, 2014**
 - **Strategic Plan Progress Report**
 - **Executive Director's Report**
 - **Employee Assistance Program Report**

On motion and second to approve the consent agenda as a whole, the motion carried.

7. For Possible Action: Loss Control Committee

- a. Loss Control Committee Report**
- b. Risk Management Grant Report**
- c. Recognition of Members for Loss Control Excellence Program Awards**

Ann Wiswell provided an overview of the key loss control services and programs based upon the strategic plan of the Loss Control Committee, chaired by Cash Minor. She showed a list of committee

members, all recipients of the Loss Control Excellence Program recognition. Included in the presentation were a demonstration video of the new MSDS Online service and the new Torch Learning Management System which will support the pools' e-learning initiatives. She also showed a spreadsheet listing of the risk management grants approved during this fiscal year. Cash Minor presented award plaques for those Members achieving recognition under the Loss Control Excellence Program:

Gardnerville Ranchos GID
City of Winnemucca
Incline Village GID
Churchill County
City of Mesquite
Carson City School District
Pershing County
Pershing County School District
Douglas County

On motion and second to accept the report, the motion carried.

8. For Possible Action: POOL/PACT Human Resources
a. HR Oversight Committee Report
b. Grant Progress Report
c. Grant Financial Report

Jeanne Greene presented an overview of the human resources programs, services and training including the number of courses and participating agencies and employees. She noted the members of the HR Oversight Committee and mentioned two vacancies that she will be recruiting to replace. Curtis Calder, Chair of the committee, presented awards for completion of the Human Resources Assessment Phase I to:

Lander County School District
Elko Central Dispatch
Gerlach GID
Gardnerville Ranchos GID

He then presented the Human Resources Assessment Phase II award to City of West Wendover.

On motion and second to accept the report, the motion carried.

9. For Possible Action: Stewardship Reports
a. Alternative Service Concepts
b. Willis Pooling

a. Donna Squires She noted the organizational changes at ASC corporate. She then reviewed the claims activity and payments summary for NPAIP. She discussed the types of not covered claims included ones in which they assisted members in recovering damage caused by third parties to property not insured by Members or from lawsuits that do not fall within the scope of liability coverage.

Mike Livermore reviewed PACT claims activity and payments summary, noting improvements in results. He noted that returning employees to work earlier had helped reduce indemnity costs and that economic conditions could have contributed some to the improvement.

- b. Bob Lombard provided an overview of Willis Pooling brokerage, loss control and wellness services. He introduced his team including Mel Iida, Rick Hudson and Josh Wilson. Mel highlighted some of the training programs delivered to members around the state. He noted the extensive array of services available to members. Bob commented on the general insurance market conditions and how they had positioned the pools favorably in the market and the renewal quotes reflect a positive result.

10. For Possible Action: Ratify Joint Executive Committee’s Approval of Public Agency Risk Management Services, Inc. Contract

Chair Rebaleati said that the Executive Committees had reviewed and approved this contract for recommendation to the board to ratify. He asked Wayne Carlson for comment and Wayne stated that the contract was for a reduced amount.

On motion and second to approve the contract, the motion carried.

11. Public Comment

Chair Rebaleati called for public comment. Alan Kalt said he had some comments. Alan reviewed an application that he and others put together to apply for an award from AGRiP: its Excellence in Leadership award. He provided background about the application process, letters of recommendation and comments by others about the recipient. He expressed his delight in receiving a call from AGRiP advising him that Wayne Carlson was to be given this award by unanimous choice of the AGRiP Board of Directors. Wayne was presented the award at the March 2014 annual AGRiP conference. Alan asked Wayne to highlight his remarks when he received the award. Wayne then talked about how the pooling community operated in a collaborative manner with each pool sharing its experiences, both good and bad, so that all pools could benefit from the efforts of other pools. He highlighted that our own pools in Nevada experienced similar collaboration with members helping members in managing risks. He explained the analogy between his experience as a songwriter and the collaboration within the songwriting community to help write better songs and support each other in the process. Songwriters get song ideas by listening to the stories of others. Pools get better ideas by listening to fellow pools and members in order to improve risk management. He suggested pools and members should sing the song of pooling.

12. For Possible Action: Adjournment

Chair Rebaleati adjourned the meeting at 10:53 a.m.

The Agenda was posted at the following locations:

**N.P.A.I.P. / P.A.C.T.
201 S. Roop Street, Suite 102
Carson City, NV 89701**

**Carson City Courthouse
885 E. Musser Street
Carson City, NV 89701**

**Eureka County Courthouse
Complex
10 S. Main Street
Eureka, NV 89316**

**Churchill County Administrative
155 North Taylor Street
Fallon, NV 89406**