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**Minutes of the Oversight Committee Meeting of the  
Cooperative for Human Resources Management of  
Nevada Public Agency Insurance Pool and  
Public Agency Compensation Trust  
Date: February 27, 2006**

**1. Oversight Committee Roll Call:**

Members participating: Chairperson Curtis Calder, Linda Bingaman, Bill Deist, Nancy Medford, Geof Stark, Marilou Walling, Ben Zunino, and Wayne Carlson. Consultant staff present: Larry Beller.

- 2. Action Item: Approval of Minutes of Meetings of**  
**a. October 25, 2005**  
**b. December 1, 2005**

There was a motion to approve the minutes from October 25, 2005 and December 1, 2005. The motion passed unanimously.

- 3. Action Item: Review and Discussion of the POOL/PACT CHRM Services Survey Results and Implications regarding the Mission, Vision and Scope of Services to be provided by CHRM and matters related thereto.**

Curtis said the CHRM services survey had been developed due to concerns brought up at the POOL/PACT Retreat in Eureka in 2005. He said there had been concern over whether enough agencies had responded to the survey. He reported that of 107 agencies, there had been 46 survey responses. He said the breakdown of the respondents was 11 of 15 counties, 10 of 14 cities, 6 of 15 schools, 5 of 8 hospitals, and 9 of 55 other agencies. Curtis said the 9 of 55 appears small in number, but those are the smaller agencies with few employees. He said the response from the larger agencies was very good for the survey.

Mike Tourin from Sun Valley GID said the smaller agencies had a difficult time responding to the survey due to tough circumstances, but often those smaller agencies were the ones who needed CHRM services the most. He said someone from the smaller agencies should be a representative on the CHRM Oversight Committee in order to address the concerns of those agencies.

Wayne said 9 of 55 was misleading because approximately 10 of the 55 smaller agencies had no employees. He said the actual number should be closer to 9 of 45. Larry said some of the remaining 45 agencies only had one (1) or two (2) employees.

Curtis asked if there were requests for service from those smaller agencies. Larry said there were requests for service and those requests were becoming more frequent. He said some of the smaller agencies had no personnel policies and this was a problem. Curtis said he had no problem with the possibility of someone representing the smaller agencies on the Committee, but he was concerned that the smaller agencies might have a difficult time attending the meetings due to a lack of personnel. Larry said some fire departments might be interested in representation.

Curtis said the representation idea was something for the long-term. He asked Wayne if he could get some of the smaller agencies to respond to the survey before the next CHRM Oversight Committee

meeting which is to take place on March 8, 2006. He said he would like to see the response rate for the smaller agencies go up by then.

Curtis asked the Committee if they wanted to go into the survey results in great detail or if they wanted to wait until the March 8, 2006 meeting. Ben Zunino expressed concern that agency responses which would be taken after the current meeting might be skewed and asked if there could be two sets of responses in the end. He said one set should be the original results and the second set should be those gathered after the current meeting with an aggregate total taken to reflect the time difference in response. Curtis said that would be an acceptable idea.

Curtis began to give a summary of the survey results but said it was difficult to go into too much detail because not everyone at the meeting had the results in front of them. He said it might be better to wait until the March 8, 2006 meeting to go into the details of the survey results. Wayne said it would be good to provide some analysis of the survey data as some of the cities and counties who responded to the survey were just as small as some of the agencies listed in the "others" category. The Committee asked for more data analysis and said it would be better for everyone to be present at the March 8, 2006 meeting.

On motion and second to defer this action item until the next available CHRM Oversight Committee meeting, the motion carried.

4. **Action Item: Workshop to Evaluate CHRM Services and to Develop Recommendations for Changes Focusing on these Key Topics:**
- a. **Is CHRM Mission and Vision Aligned with the Mission, Vision and Goals of POOL/PACT? What Changes are Needed?**
  - b. **Is CHRM Meeting the Needs of POOL/PACT Members?**
    - 1) **Are Members Aware of CHRM Services?**
    - 2) **Do Members Receive Full Value of CHRM Services?**
    - 3) **Are Members' Needs Changing?**
  - c. **If We Started CHRM New Today, What Would Be the Core Service Components and Delivery Modes?**
    - 1) **How Should We Amend the Scope of Services in CHRM?**
    - 2) **How Do We Tailor CHRM to Adapt to the Unique Needs of Members?**
    - 3) **How do we Assure Effective CHRM Services Delivery?**

On motion and second to defer this action item until the next available CHRM Oversight Committee meeting, the motion carried.

**5. Action Item: Recommendations to the POOL/PACT Executive Committees Regarding Options for Providing CHRM Services to the POOL/PACT Membership**

On motion and second to defer this action item until the next available CHRM Oversight Committee meeting, the motion carried.

**6. Action Item: Public Comment**

There was no public comment.

**7. Action Item: Adjournment**

The meeting was adjourned at 11:12 a.m.