



EXECUTIVE COMMITTEE MINUTES
Friday, February 8, 2019

The meeting of the Executive Committee was held on Friday, February 8, 2019. The meeting was called to order at 1:00 p.m., by Chair Lukoff, in the Administration Conference Room.

ROLL CALL

Present:	Mr. B. Lukoff, Chair	Ms. K. Rapp
	Ms. S. Fekjar	Ms. R. Winkler
	Ms. S. Hopewell	Ms. L. Stone, President
	Mrs. L. Perrotti	
Staff and Guests:	Mr. R. Ankeny, Executive Director	
	Ms. C. Flynn, Director of Human Resources	
	Ms. B. Shuler, Finance Manager	
	Ms. N. Ray, Stock Transfer Manager	
	Mr. E. Gomez, Safety/Emergency Coordinator	
	Mrs. D. Bennett, Recording Secretary	
	Ms. A. Chuong, Senior Marketing Analyst, Burnham Benefits Insurance Services	
	Mr. R. Stone, GRF Representative, Mutual One	
	Ms. P. Snowden, GRF Representative, Mutual Two	
	Mr. T. Doderer, GRF Representative, Mutual Nine	
	Ms. I. Heinrichs, GRF Representative, Mutual Eleven	
	One Foundation Member	

CHAIR'S ANNOUNCEMENTS

The Chair welcomed and introduced Foundations members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with. In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation Board of Directors (GRF BOD) is present at today's posted meeting. The business of the Executive Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF BOD at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will

be presented to the Board for approval following the approval of the committee meeting minutes at the meeting in March.

CHAIR'S ANNOUNCEMENTS

The Chair introduced Executive Director Randy Ankeny, Human Resources Director Cindy Flynn, Finance Manager Barbara Shuler, Stock Transfer Manager Nancy Ray, Recording Secretary Deanna Bennett, and Ann Chuong, Senior Marketing Analyst of Burnham Benefits Insurance Services.

CHAIR'S REPORT

The Chair did not present a report.

APPROVAL OF COMMITTEE MINUTES

The minutes of the January 11, 2019 meeting were approved, as presented.

SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)

No shareholder/members spoke on agenda topics.

CORRESPONDENCE

No items of correspondence were received by the Committee.

UNFINISHED BUSINESS

Career Fair Update

The Human Resources Director announced that she will be attending the Orange County Sales and Professional Career Fair in Irvine, California, on Wednesday, February 20, 2019.

NEW BUSINESS

Employee Intranet Discussion

The Committee concurred to support an employee intranet.

Employee Photos on ID Badges Discussion

The employee photo ID badges discussion was deferred until the access system is decided upon.

Appoint 2019 Election Provider

Ms. Rapp MOVED, seconded by Mrs. Perrotti and carried unanimously by the Committee members-

TO recommend the GRF Board confirm Accurate Voting Services as the Inspectors of Election, for the 2019 GRF Board of Directors election, as set forth in Policy 5025-30.

Employee Health Care Insurance, Annual Renewal

Mrs. Perrotti MOVED, seconded by Ms. Rapp and carried unanimously by the Committee members-

TO approve and recommend to the GRF Board the following GRF employee benefit plans for the plan year beginning April 1, 2019 and ending March 31, 2020:

- OPTION 2: Anthem A HMO Medical Plans
- Guardian Dental HMO and PPO Plans
- Guardian VSP Vision Plan
- Guardian Basic Life and AD&D Insurance Plan
- Guardian Long Term Disability Plan
- Guardian Employee Assistance Plan
- Guardian Voluntary Life Plan
- Guardian Voluntary Accident Plan
- Guardian Voluntary Critical Illness Plan
- VPI Voluntary Pet Insurance Plan
- Reimbursement of up to \$500 Hospitalization cost annually per employee
- Flexible Spending Account Plan

for full time GRF employees effective April 1, 2019.

Community Emergency Response Team (CERT) Equipment

Mrs. Perrotti MOVED, seconded by Ms. Winkler and carried unanimously by the Committee members-

TO approve non-budgeted Operating Funds to purchase 36 CERT entry level kits, from ProPac, at a cost of \$33.54 each, plus shipping and handling, Cost Center 22, for a cost not to exceed \$1,500.

Review Job Description 3399.5 – Painter

Ms. Rapp MOVED, seconded by Ms. Fekjar and carried unanimously by the Committee members-

TO approve amendment of the Painter job description, as presented.

Employee Recognition

Ms. Stone MOVED, seconded by Ms. Fekjar and carried unanimously by the Committee members-

TO forward to the ADRC meeting in February for approval of the proposed design(s) and placement, and to the Finance Committee

in March, to review availability of non-budgeted operating funds, not to exceed \$3,000, Cost Center 20, for employee incentive, to purchase the materials for creating an Employee Recognition Wall, as described in the agenda packet.

The Chair called for a break at 2:32 p.m.

New GRF Board of Directors Report

Mr. Lukoff MOVED, seconded by Ms. Winkler-

TO defer distribution of the GRF Board of Directors' report until further legal review at the March 1, 2019 meeting.

The motion failed with four no votes (Fekjar, Hopewell, Perrotti, Rapp).

Ms. Rapp MOVED, seconded by Ms. Hopewell -

TO recommend the GRF Board establish a standard monthly report for distribution to all Mutual Boards; the monthly GRF Board report shall contain the GRF BOD meeting recap, GRF Committee and Ad hoc Committee monthly summaries of action and a general report on all major projects (projects generally over \$10,000). A draft of the GRF Board Monthly Report will be placed before the GRF Board, for approval.

The motion was carried with two no votes (Lukoff, Winkler).

GRF Directors serving on the GAF Board

Mrs. Perrotti MOVED, seconded by Ms. Rapp and carried unanimously by the Committee members-

TO recommend the GRF Board appoint no less than three (3) and no greater than five (5) GRF Board members to sit upon the GAF Board. Appointments to GAF will be made by the GRF President and ratified by the GRF Board. All actions by the appointed GRF Board members serving on the GAF must be fully disclosed and any action by GRF Board members serving on the GAF must be approved by the GRF Board where the GRF members serving on the GAF must recuse themselves from the GRF Boards vote.

Employee Handbook Revisions, Summary

The Committee concurred to address this topic at the March Committee meeting.

GRF Policy Numbering Format

Mrs. Perrotti MOVED, Ms. Fekjar seconded and carried unanimously by the Committee members-

TO adopt the policy number format, for use in the Power DMS policy track system, as amended.

POLICIES (n/a)

SUBCOMMITTEE REPORTS (n/a)

STAFF REPORTS

Human Resources Director

The Human Resources Director presented an updated Human Resources report.

Finance Manager

The Finance Manager report was presented, as attached, in the agenda packet.

Executive Director

The Executive commented on various items throughout the meeting.

MEMBER COMMENTS


No members spoke on various items pertaining to the Committee's area of purview.

COMMITTEE MEMBERS

Three Committee members spoke on topics related to today's Committee meeting.

ADJOURNMENT

The meeting was adjourned at 3:43 p.m.



Barry Lukoff, Chair
02.08.19