

**MUNICIPAL SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
DECEMBER 5, 2013**

The Municipal Services Authority held a regular meeting of the Board of Directors on December 5, 2013 at San Rafael City Hall, 1400 Fifth Street, San Rafael, CA 94901. The meeting was called to order at 2:27 p.m.

1. CALL TO ORDER

Members Present: Ken Nordhoff, Chair, Member for Local Government Services
Dan Schwarz, MSA Board Member

Members Absent: Steve Rogers, Vice-Chair, Member for Regional Government Services

Other Attendees: Nancy Mackle
Julie Carter
Richard Averett, Executive Director
Jennifer Bower, Director of HR
Glenn Lazof, Deputy Chief Financial Officer

2. CHANGES TO THE ORDER OF AGENDA - None

3. APPROVAL OF CONSENT AGENDA

A. Approval of **August 22, 2013** Minutes

Action: Moved and seconded (Schwarz/Nordhoff) and carried unanimously to approve consent agenda.

4. TREASURER'S REPORT - None

5. OLD BUSINESS

A. Replacement WC Carrier

Information: Executive Director Averett informed the Board that a replacement workers' compensation insurance carrier had been found, and that a buffer layer of insurance had been added to bring down the deductible to \$100,000. Both the replacement primary carrier and the buffer layer policies cost a total of less than \$13,000 more than the previous primary carrier, still about \$14,000 below the budgeted amount.

6. NEW BUSINESS

A. Approve **Resolution No MSABOD2013-01** to Authorize Executive Director to join PACE Health Insurance JPA for Employee Health Insurance

Action: The PACE program was discussed, including the amount of time required of the Executive Director to serve on the PACE Board of Directors.
Moved and seconded (Schwarz/Nordhoff) and carried unanimously.

B. Authorize Executive Director to Facilitate Joint Purchase of Benefits for Other Agencies

Action: Member Schwarz and Executive Director Averett discussed utilizing MSA to purchase group dental insurance, with the intent to enable non-member and member agencies to participate in benefit. The Members asked staff for single page written reports on these types of ventures in the future and to call for a Board meeting when specific action is required to move forward on this proposal. Moved and seconded (Schwarz/Nordhoff) to explore joint purchase of benefits for other agencies and carried unanimously.

7. PUBLIC COMMENT - None

8. ADJOURNMENT – The meeting adjourned at 2:54 p.m. The next meeting date and location has yet to be determined.