

MINUTES
MEETING OF THE BOARD OF DIRECTORS
OF THE LEAGUE ASSOCIATION OF RISK MANAGEMENT
Wednesday, Sept. 23, 2020, 11:00 am CT
Cornhusker Marriott Hotel – Lancaster Ballroom
333 S 13th Street, Lincoln

A Meeting of the League Association of Risk Management (LARM) Board of Directors was held September 23, 2020, at 11:00 am CT/10:00 am MT in the Lancaster Ballroom at the Cornhusker Marriott Hotel at 333 S 13th Street in Lincoln, Nebraska.

On September 17, 2020, notice of this Meeting with the agenda and other materials were sent to all LARM members and the LARM Board. Notice of this Meeting with the agenda and other materials were available for public inspection at 1335 L Street in Lincoln, Nebraska, and also were posted on LARM's and the League of Nebraska Municipalities' Facebook pages and their websites – larmpool.org and lonm.org/larm/.

(AGENDA ITEM #1) **Call to Order.** At 11:00 am CT, **LARM Board Chair Doug Hanson**, Mayor of Hickman, called the Meeting to order. He stated that in accordance with Chapter 84, Article 14 of the Reissue Revised Statutes of the State of Nebraska 1943, as amended, one copy of all reproducible written materials to be discussed was available to the public at this meeting for examination. The Open Meetings Act was posted in the meeting room and was accessible to members of the public. Chair Doug Hanson informed the public about the location of the Open Meetings Act posted in the meeting room and stated that the LARM Board may pass motions to go into closed session on any agenda item pursuant to the requirements of the Open Meetings Act.

After the Pledge of Allegiance to the Flag of the United States of America, the roll call was read with the following Board Members present: **LeAnn Brown**, Clerk/Treasurer, City of Oshkosh; **Lanette Doane**, Clerk/Treasurer, Village of Ansley; **Mayor Scott Getzschman**, City of Fremont; **Mayor Doug Hanson**, City of Hickman; **Melissa Harrell**, City Administrator/Treasurer, City of Wahoo; **Jo Leyland**, Administrator/Clerk/Treasurer, City of Imperial; **Sandra Schendt**, Clerk/Treasurer, City of Nelson; **Doug Schultz**, Administrator/Clerk/Treasurer, City of Curtis; **Mayor Deb VanMatre**, City of Gibbon; **Teresa Youngquist**, Clerk/Treasurer, City of Beaver City; ex-officio (non-voting) Board Member **Mayor Dwight Livingston**, City of North Platte and League President and ex-officio (non-voting) Board Member **L. Lynn Rex**, League Executive Director and "Administrator" of LARM/LARM Acting Executive Director.

*10 Board Members present; 4 absent (**Pam Buethe**, Board Member, Sarpy County SID #29; **Mayor Tony Kaufman**, City of Gering; **Mayor Josh Moenning**, City of Norfolk; and **Tom Ourada**, City Administrator, City of Crete.) **Tom Ourada and Pam Buethe called into the meeting and participated as citizens, but not as Board Members, since they were not able to attend the meeting in-person.***

Other participants present included: **Andy Barry**, Partner, Cline Williams; representing LARM; **Sedgwick (LARM's third party administrator)** – Chris Cadwell and John Baum; **LARM Staff** – Dave Bos, Tracy Juranek, Diane Becker, Fred Wiebelhaus; and **League Staff** – Shirley Riley and Brett Benson. Phone (Zoom) participants included: Wendy McKain, Village of Trenton; **Sedgwick** – John Brockschmidt and Mark Weaver; **LARM Staff** – Elizabeth Becker; **LARM Agents** – Nate Fox and Clint Simmons; and **League Staff** – Brenda Henning, Lash Chaffin and Christy Abraham.

(AGENDA ITEM #2) Consider a motion to approve the minutes and ratify all actions taken at the June 24, 2020, "Meeting of the LARM Board of Directors" held by telephone conference call pursuant to the Governor's Executive Orders waiving certain requirements of the Open Meetings Act due to COVID-19. Mayor Scott Getzschman moved, seconded by Jo Leyland to approve the minutes and ratify all actions taken at the June 24, 2020, "Meeting of the LARM Board of Directors". Chair Doug Hanson asked if there was any other discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Bueth, Kaufman, Moenning and Ourada. **Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Bueth, Kaufman, Moenning and Ourada).**

(AGENDA ITEM #3) Consider a motion to accept the letter from the Nebraska Department of Insurance to "not disapprove the submitted Bylaws." Mayor Deb VanMatre moved, seconded by LeAnn Brown to accept the letter from the Nebraska Department of Insurance to "not disapprove the submitted Bylaws." Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Bueth, Kaufman, Moenning and Ourada. **Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Bueth, Kaufman, Moenning and Ourada).**

(AGENDA ITEM #4) Consider a motion to authorize LARM Board Chair Doug Hanson to appoint the following LARM Board Members to a "Personnel Committee" to review a draft of an updated LARM "Employee Manual" and make recommendations to the LARM Board of Directors: Lanette Doane, Melissa Harrell, Jo Leyland, Sandra Schendt, Mayor Deb VanMatre and Teresa Youngquist. LeAnn Brown moved, seconded by Mayor Scott Getzschman to approve a motion to authorize LARM Board Chair Doug Hanson to appoint LARM Board Members Doane, Harrell, Leyland, Schendt, VanMatre and Youngquist to a "Personnel Committee" to review a draft of an updated LARM "Employee Manual" and make recommendations to the LARM Board of Directors. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Bueth, Kaufman, Moenning and Ourada. **Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Bueth, Kaufman, Moenning and Ourada).**

(AGENDA ITEM #5) Consider a motion to “not disapprove” the appointment by LARM’s Administrator (L. Lynn Rex) of: a) *Dave Bos, currently LARM’s Loss Control Manager*, to the position of Executive Director of LARM, effective immediately; and b) *Tracy Juranek, currently LARM’s Customer Service Specialist*, to the position of Assistant Executive Director of LARM/Customer Service Specialist, effective immediately. Lynn Rex reported on the great work by LARM staff and the reasons for promoting Dave Bos and Tracy Juranek at this time. Jo Leyland moved, seconded by Teresa Youngquist to “not disapprove” the appointment by L. Lynn Rex of Dave Bos to the position of Executive Director of LARM, effective immediately, as well as Tracy Juranek to the position of Assistant Executive Director of LARM/Customer Service Specialist, effective immediately. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

(AGENDA ITEM #6) Consider a motion to approve the LARM Administrator’s recommendation to increase the salaries of Dave Bos and Tracy Juranek. Following Lynn Rex’s presentation on the proposed salary increases, Lanette Doane moved, seconded by Sandra Schendt to approve the LARM Administrator’s recommendation to increase the salaries of Dave Bos and Tracy Juranek. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

(AGENDA ITEM #7) Consider a motion to approve the LARM Administrator’s recommendation to authorize Dave Bos and Tracy Juranek to hire a “Customer Service Specialist” to provide additional assistance to the Customer Service Department. Dave Bos and Lynn Rex reported on the need for this additional assistance due to LARM’s growing membership. Jo Leyland moved, seconded by Mayor Scott Getzschman to approve the LARM Administrator’s recommendation to authorize Dave Bos and Tracy Juranek to hire a “Customer Service Specialist” to provide additional assistance to the Customer Service Department. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

(AGENDA ITEM #8) Consider a motion to approve the reinsurance update and place the following coverages: a) Excess Workers’ Compensation, Effective 10-1-20; b) Excess Liability, Effective 10-1-20; and c) Optional Deadly Weapon Response Program, Effective 10-1-20. Following the presentation by John Brockschmidt and Chris Cadwell of Sedgwick, Doug Schultz moved, seconded by Melissa Harrell to approve the

reinsurance update as presented at the meeting as outlined on pages 30-33 of the packet and place the following coverages: a) Excess Workers' Compensation, Effective 10-1-20; b) Excess Liability, Effective 10-1-20; and c) Optional Deadly Weapon Response Program, Effective 10-1-20. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

(AGENDA ITEM #9) **Consider a motion to approve LARM's Proposed Budget for FY 2020-21.** Following a presentation by Dave Bos, ARM, LARM Executive Director, and Mark Weaver, CPA, Director of Finance, Sedgwick, Deb VanMatre moved, seconded by Mayor Scott Getzschman to approve LARM's Proposed Budget for FY 2020-21. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

Chair Doug Hanson announced there would be a break in the meeting which reconvened at 12:37p.m.

(AGENDA ITEM #10) **Consider a motion to go into closed session to protect the public interest to receive an update on LARM's claims and pending litigation.** Lanette Doane moved, seconded by LeAnn Brown to go into closed session to protect the public interest and provide the Board a claims and litigation update; and also include the following individuals: Andy Barry, Trent Sidders (Cline Williams), Dave Bos, Tracy Juranek, Fred Wiebelhaus, L. Lynn Rex, Shirley Riley, Chris Cadwell and John Baum. Chair Doug Hanson asked if there was any discussion; there was none.

Chair Doug Hanson repeated the motion to go into closed session to protect the public interest and provide the Board a claims and litigation update; and also include the following individuals: Andy Barry, Trent Sidders (Cline Williams), Dave Bos, Tracy Juranek, Fred Wiebelhaus, L. Lynn Rex, Shirley Riley, Chris Cadwell and John Baum. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. ***Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).***

Chair Doug Hanson repeated the motion again to go into closed session to protect the public interest and provide the Board a claims and litigation update; and also include the following individuals: Andy Barry, Trent Sidders (Cline Williams), Dave Bos, Tracy Juranek, Fred Wiebelhaus, L. Lynn Rex, Shirley Riley, Chris Cadwell and John Baum. Chair Doug Hanson announced that as of 1:05 p.m. the Board was in closed session.

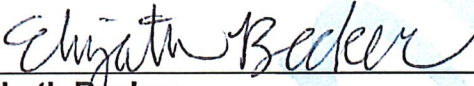
At 1:49 p.m., Chair Doug Hanson restated that the reason the Board went into closed session was to protect the public interest and provide the Board a claims and litigation update. Chair Doug Hanson stated that the Board was back in open session. No action was necessary.

(AGENDA ITEM #11) **Discuss possible dates for the next meeting of the LARM Board of Directors.** Lynn Rex, LARM Administrator, indicated that to comply with the Open Meetings Act, an in-person LARM Board Meeting would be necessary before December 31, 2020. Lynn Rex reminded the Board that LARM's Virtual Annual Members' Meeting and Election is scheduled for 9:30 a.m. CT on October 22, 2020, in conjunction with the League Virtual Annual Conference. No action was necessary.


(AGENDA ITEM #12) **Motion to adjourn.** At 1:58 pm, Lanette Doane moved, seconded by LeAnn Brown to adjourn. Chair Doug Hanson asked if there was any discussion; there was none. Roll call vote. Ayes: Brown, Doane, Getzschman, Hanson, Harrell, Leyland, Schendt, Schultz, VanMatre and Youngquist. Nays: None. Abstentions: None. Absent: Buethe, Kaufman, Moenning and Ourada. **Motion carried: 10 ayes, 0 nays, 0 abstentions and 4 absent (Buethe, Kaufman, Moenning and Ourada).**

Approved on: October 6, 2020

ATTEST:



Elizabeth Becker
Customer Service Representative
League Association of Risk Management



L. Lynn Rex
LARM Administrator
Ex-Officio, Non-Voting, LARM Board Member
Executive Director of the League of Nebraska Municipalities

NOTICE
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PLEASE TAKE NOTICE that on **Wednesday, Sept. 23, 2020, at 11 am CT/10 am MT**, the League Association of Risk Management (LARM) will hold a Meeting of the LARM Board of Directors at the Cornhusker Marriott Hotel – Lancaster Ballroom at 333 S 13th Street, Lincoln, Nebraska. An agenda of subjects known at this time is included with this notice, but the agenda shall be kept continually current and readily available for public inspection at the principal office of LARM during normal business hours at 1335 L Street, Lincoln, Nebraska. On Sept. 17, 2020, notice of this Meeting with the agenda and other materials were sent to all LARM members and the LARM Board. Notice of this Meeting with the agenda and other materials are available for public inspection at 1335 L Street, in Lincoln, Nebraska, and also are posted on LARM's and the League of Nebraska Municipalities' Facebook pages and their websites – larmpool.org and lonm.org/larm/.