



2330 E. Bidwell Street, Suite 150 | Folsom, CA 95630  
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Member cities/towns: Arcata, Cloverdale, Cotati, Eureka,  
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St. Helena, Sebastopol, Sonoma, Ukiah, Willits, Windsor

## AGENDA

### REMIF EXECUTIVE COMMITTEE MEETING (TELEPHONIC)

Monday, December 12, 2022 – 11:00 a.m.

1. City of Cloverdale
2. City of Cotati
3. City of Eureka
4. City of Lakeport
5. City of Sebastopol

*All portions of this meeting will be conducted by teleconferencing in accordance with the State of California AB 361.*

*Members of the public may observe and address the meeting telephonically by dialing + 669 900 9128 (Meeting ID: Meeting ID: 842 0084 3354; Passcode: 113081). No physical location will be available from which members may observe the meeting and offer public comment.*

*In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Alex Avila at (916) 927-7727 or [aavila@cira-jpa.org](mailto:aavila@cira-jpa.org). Requests must be made as early as possible, and at least one full business day before the start of the meeting.*

*Documents and materials relating to an open session agenda item that are provided to the Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection. Please contact Alex Avila at (916) 927-7727 or [aavila@cira-jpa.org](mailto:aavila@cira-jpa.org).*

**[Note: The Executive Committee may take action on any item listed on the Agenda. The General Manager/Deputy General Manager's recommendation for each item is solely the recommendation of staff and does not limit the Executive Committee's authority to take action on any Agenda item.]**

### CALL TO ORDER: 11:00 A.M.

### ROLL CALL

### PUBLIC COMMENT

TIME RESERVED FOR THE PUBLIC TO OFFER COMMENTS REGARDING CONSENT CALENDAR OR BOARD BUSINESS NOT LISTED ON THE AGENDA. THE PUBLIC COMMENT PERIOD IS LIMITED TO FIVE MINUTES PER SPEAKER UNLESS ADDITIONAL TIME HAS BEEN ALLOWED BY THE CHAIRPERSON. STATE LAW PROHIBITS ACTION BY THE BOARD ON NON-AGENDA ITEMS

### COMMUNICATIONS

Updates from CIRA Deputy General Manager, Amy Northam.

### PRESENTATIONS

None.

- 3 1 Approve AB 361 resolution (A)  
7 2 Approve Minutes from the May 9, 2022 Executive Committee meeting (A)

**ADJOURN INTO CLOSED SESSION**

Government Code Section 54956.95 – Conference regarding a claim for the payment of tort liability losses, public liability losses, or workers’ compensation liability incurred by the joint powers’ agency or a local agency member of the joint powers’ agency.

Claimant: C. Villareal

Agency claimed against: City of Eureka

Government Code Section 54956.95 – Conference regarding a claim for the payment of tort liability losses, public liability losses, or workers’ compensation liability incurred by the joint powers’ agency or a local agency member of the joint powers’ agency.

Claimant: A. Blaylock

Agency claimed against: City of Willits

**REPORT OUT OF CLOSED SESSION**

**ADJOURNMENT OF REGULAR MEETING**



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## AGENDA ITEM SUMMARY

**TITLE:** APPROVE AB 361 RESOLUTION (A)  
**PRESENTED BY:** AMY NORTHAM, CIRA DEPUTY GENERAL MANAGER

### ISSUE:

The Executive Committee must adopt a resolution that “the state of emergency continues to directly impact the ability of the members to meet safely in person” so that REMIF may conduct remote meetings under the requirements of AB 361.

### BACKGROUND:

AB 361 amends the Brown Act to allow legislative bodies of local agencies to meet remotely during state-declared emergencies under certain conditions. AB 361 was introduced to extend executive order (N-29-20) that applied to public agencies and teleconferencing during the Covid-19 pandemic.

A number of provisions of the Brown Act are suspended under AB 361. Some new rules include:

- agendas need not be posted at all teleconference locations.
- each teleconference location need not be identified in the notice and agenda of the meeting.
- each teleconference location need not be accessible to the public.
- a quorum of the members of the legislative body do not need to participate in the meeting from locations within the boundaries of the territory over which the public agency exercises jurisdiction.

Following are requirements for invoking AB 361 the first time that a public agency does so:

- there is a proclaimed state of emergency by the governor.
- and one of these circumstances must exist:  
state or local officials have imposed or made recommendations for social distancing measures; or the meeting is held of the local legislative body to determine, by majority vote, that an in-person meeting would pose “imminent risks to the health or safety of attendees.”

Once invoked, legislative bodies may continue to use AB 361 if the following criteria are met:

- there is still an active state of emergency or local measures or recommendations for social distancing.
- every 30 days, the legislative body must make finding by majority vote that “the state of emergency continues to directly impact the ability of the members to meet safely in person.”

Staff recommends that the Executive Committee approve continuing to allow remote meetings as necessary since the state of emergency still exists.

**FISCAL IMPACT:**

None.

**RECOMMENDED ACTION:**

Approve adoption of resolution.

**ATTACHMENT:**

1.1 AB 361 Resolution

**REDWOOD EMPIRE MUNICIPAL INSURANCE FUND**

**RESOLUTION OF THE EXECUTIVE COMMITTEE OF  
THE REDWOOD EMPIRE MUNICIPAL INSURANCE  
FUND MAKING FINDINGS AND DETERMINATIONS  
UNDER AB 361 FOR THE CONTINUATION OF VIRTUAL  
MEETINGS**

**WHEREAS**, the Ralph M. Brown Act (Gov. Code § 54950 *et seq.*) generally requires local agencies meeting via teleconference, including through other virtual or electronic means to, among other things, provide public access at each location in which members of the legislative body are teleconferencing; and

**WHEREAS**, the Legislature recently enacted Assembly Bill 361 (AB 361), which amended Government Code section 54953 to allow local agencies to meet fully virtually, without fully adhering to the rules otherwise applicable to teleconferencing, during a proclaimed state of emergency if state or local officials have imposed or recommended measures to promote social distancing; and

**WHEREAS**, the Governor issued a proclamation declaring a state of emergency on March 4, 2020 due to the COVID-19 pandemic, pursuant to section 8625 of the California Emergency Services Act, and this proclaimed state of emergency currently remains in effect; and

**WHEREAS**, state or local officials continue to recommend measures to promote social distancing to prevent the spread of COVID-19, and in particular, Cal-OSHA regulation 3205 recommends physical distancing in the workplace generally and regulates a “close contact,” defined as being within 6 feet of another under certain circumstances; and

**WHEREAS**, the continuation of virtual meetings will allow for full participation by members of the public and compliance with the recommendations of state and local officials with regard to social distancing; and

**WHEREAS**, the Executive Committee of the Redwood Empire Municipal Insurance Fund desires to continue to hold virtual meetings pursuant to AB 361 and Government Code section 54953(e).

**NOW, THEREFORE BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF  
THE REDWOOD EMPIRE MUNICIPAL INSURANCE FUND AS FOLLOWS:**

**SECTION 1.** The above recitals are true and correct and are incorporated herein by this reference.

**SECTION 2.** The Executive Committee has considered the circumstances of the state of emergency.

**SECTION 3.** As stated in the recitals, state or local officials continue to recommend measures to promote social distancing.

**SECTION 4.** The Executive Committee of the Redwood Empire Municipal Insurance Fund are required to hold public meetings shall continue to meet virtually in accordance with Government Code section 54953(e) and without compliance with section 54953(b)(3), based upon the findings and determinations hereby made by the Executive Committee.

Approved at a Regular Meeting of the Redwood Empire Municipal Insurance Fund on December 12, 2022, by the following vote:

**Ayes:**

**Nos:**

APPROVED:

ATTEST:

\_\_\_\_\_  
Larry McLaughlin, Board President

\_\_\_\_\_  
Amy Northam, Deputy General Manager of  
CIRA



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## MINUTES

### REMIF EXECUTIVE COMMITTEE MEETING (TELEPHONIC)

Monday, May 9, 2022, at 11:00 a.m.

#### CALL TO ORDER:

The meeting was called to order at 11:00 a.m.

#### ROLL CALL:

##### PRESENT:

Larry McLaughlin, City of Sebastopol  
Damien O'Bid, City of Cotati  
Susie Holmes, City of Cloverdale  
Pam Powell, City of Eureka

##### ABSENT:

Kelly Buendia, City of Lakeport

ALSO, PRESENT: Amy Northam, Deputy General Manager with CIRA; Dale Allen, attorney, Parmit Randhawa, Claims Adjuster with George Hills, and Sheri Mannion with City of Ukiah.

**PUBLIC COMMENT** - None.

**COMMUNICATIONS** – None.

**PRESENTATIONS** – None.

#### CONSENT CALENDAR –

1. Approval of AB 361 resolution

The Executive Committee must adopt a resolution that “the state of emergency continues to directly impact the ability of the members to meet safely in person” so that REMIF may conduct remote meetings under the requirements of AB 361.

A motion was made by Director Holmes and seconded by Director Powell to approve a resolution to allow the Executive Committee to meet remotely, pursuant to AB 361. The motion carried 5-0 by the following roll call vote:

Ayes: McLaughlin, Holmes, Powell, O'Bid.

No: None.

Absent: Buendia.

2. Approval of the Minutes from the March 28, 2022.



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A motion was made by Director Holmes and seconded by Director Powell to approve a resolution to allow the Executive Committee to meet remotely, pursuant to AB 361. The motion carried 5-0 by the following roll call vote:

Ayes: McLaughlin, Holmes, Powell, O'Bid.

Absent: Buendia.

### **CLOSED SESSION**

The Executive Committee went into closed session to discuss Government Code Section 54956.95 – Conference regarding a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by the joint powers' agency or a local agency member of the joint powers' agency.

Claimant: S. Your

Agency claimed against: City of Ukiah

There is no report out of closed session.

### **ACTION (A) AND INFORMATION (I) CALENDAR:**

1. REMIF building: final settlement and escrow documents from sale of REMIF building. This was an informational item only.

Staff provided the Committee with copies of the final settlement and escrow documents from the sale of the REMIF building. There were no questions.

### **ADJOURNMENT OF REGULAR MEETING**

Meeting was adjourned at 11:18 a.m.