

BOARD OF DIRECTORS
Central Sierra Child Support Agency
639 New York Ranch Road
Jackson, CA 95642

MINUTES
June 22, 2026

I. OPENING BUSINESS

A. **Call to Order:** Chair Woodrow called the meeting to order at 2:00 pm.

B. Roll Call:

Directors present:

Terry Woodrow, Chair
Gary Tofanelli, Vice Chair
Autumn Andahl, Director
Jeff Brown, Director
Logan Carnell, Director

Absent:

Stephen Griefer, Director
Daniel Anaiah Kirk, Director

Staff present:

Kim Britt, Executive Director
Daniel Padilla, Deputy Director
Lisa Bispham, Staff Services Specialist
Shannon DeNatale Boyd, General Counsel

II. PUBLIC COMMENT PERIOD REGARDING MATTERS NOT ON THE AGENDA: None

III. ADMINISTRATIVE MATTERS

A. **General Liability Insurance Program:** Executive Director Kim Britt shared that we will be moving to a new General Liability insurance provider and reported that CSCSA currently participates in the General Liability insurance program through Public Risk Innovation, Solutions, and Management (PRISM). CSCSA was notified that effective July 1, 2026, PRISM will no longer offer the same General Liability coverage. Britt shared that if we remain with PRISM, we would be required to move to a self-insured model, increasing our deductible from the current \$10,000 to \$100,000.

Britt stated that we are opting to move our General Liability policy to Golden State Risk Management Authority (GSRMA) effective July 1, 2026. We would maintain the same coverage terms and limits we had with PRISM with GSRMA and our deductible will be reduced to \$0.00. Britt recommends that the Board adopt a resolution accepting the terms and conditions of the Joint Exercise of Powers Agreement and authorize the Chair to sign the Agreement for Admission, to be effective July 1, 2026.

Director Tofanelli asked if we have had any recent claims and if there would be a policy increase. Britt confirmed that we did not have any claims last year and the premium would increase by \$12,000.

Motion by Director Tofanelli and second by Director Carnell to approve the adoption of the Golden State Risk Management Authority Joint Exercise of Powers Agreement and authorize the Chair to sign the Agreement for Admission. Motion carries 5-0-0 with Directors Griefer and Kirk absent for the vote.

RESOLUTION NO. 26-004

Resolution approving the Joint Exercise of Powers Agreement (JPA) by and between the Golden State Risk Management Authority and Central Sierra Child Support Agency on the terms and conditions contained therein; and authorizes the Chair to sign and execute the JPA Agreement for Admission, to be effective July 1, 2026.

- B. Master Crime Insurance Program:** Britt reported that currently our Master Crime policy through PRISM is considered a miscellaneous program and PRISM is restructuring and moving all miscellaneous programs into primary programs. The change requires these plans to have a JPA in place as well as a program-specific Memorandums of Understanding (MOU).

Britt explained that our current insurance provider, PRISM, was formerly known as the CSAC Excess Insurance Authority (CSAC). Because of this name change, our JPA documents still reference CSAC. For clarity, any mention of CSAC in the JPA refers to the same organization now operating under the name PRISM, which is our present provider.

Britt stated that we have MOUs in place with all of our other policies with PRISM, but this is the only program we have that doesn't currently have an MOU. To ensure continued participation in the Master Crime Insurance Program for the 2026-2027 fiscal year, CSCSA must execute the Master Crime MOU effective July 1, 2026.

Britt recommends that the Board adopt a resolution accepting the terms and conditions of the Memorandum of Understanding and authorize the Chair to sign the

MOU, effective July 1, 2026.

Chair Woodrow asked for the amount of the annual premium. Britt confirmed that the annual premium is \$5,200, which is an increase of \$800 from the previous year.

Motion by Director Andahl and second by Director Tofanelli to approve the adoption accepting the terms and conditions of the Memorandum of Understanding (MOU) and authorize the Chair to sign the MOU. Motion carries 5-0-0 with Directors Grier and Kirk absent for the vote.

RESOLUTION NO. 26-005

Resolution approving the adoption of the Memorandum of Understanding by and between the Public Risk Innovation, Solutions, and Management (PRISM) and Central Sierra Child Support Agency on the terms and conditions contained therein as it relates to the Master Crime Insurance Program; and authorizes the Chair to sign and execute said PRISM Memorandum of Understanding, to be effective July 1, 2026.

IV. CLOSED SESSION:

A. The Board recessed into closed session at 2:14 pm.

B. **Public Employee Performance Evaluation (Government Code § 54957)** Title: Executive Director.

V. **RECONVENE IN OPEN SESSION:** The board ended closed session and reconvened open session at 2:20 pm. No action was taken in closed session.

NEXT REGULARLY SCHEDULED BOARD MEETING: July 27, 2026, at 2:00 pm – CSCSA, 639 New York Ranch Rd., Jackson, CA

ADJOURNMENT: The meeting was adjourned at 2:21 pm.

Signed by:

Terry Woodrow

8/1/2026

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Chair, Board of Directors

Signed by:

Kimberly Britt

8/3/2026

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KIMBERLY BRITT

Executive Director

By: Lisa L. Bispham, Staff Services Specialist