

INTRODUCTION TO  
YOLO COUNTY PUBLIC AGENCY  
RISK MANAGEMENT INSURANCE AUTHORITY

This manual is provided to Board Members and member entities in order to introduce them to the operations of Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA). YCPARMIA's staff has attempted to supply sufficient information to allow Members to become familiar, in a concise, clear manner, with the operations of the agency.

From time to time, Members will receive amendments and additions/deletions to the manual.

**The current voting Members making up the Board of Directors are:**

Agency

County of Yolo (1979)  
City of Woodland (1979)  
City of Davis (1979)  
City of Winters (1979)  
Esparto School District (1979)  
City of West Sacramento (1985)

**The current Associate (Non-Voting) Members are:**

Agency

YCPARMIA (1979)  
Yolo-Solano Air Quality Management District (1985)  
Yolo Emergency Communications Agency (1988)  
Capay Fire Protection District (1986)  
Springlake Fire Protection District (1983)  
East Davis County Fire Protection District (1997)  
California Superior Courts, County of Yolo (1999)  
No Man's Land Fire Protection District (2000)  
Yolo County Law Library (2001)  
Yolo County In-Home Supportive Services Public Authority (2002)  
Yolo County LAFCO (2003)  
Davis Cemetery District (2003)  
Madison Fire District (2003)  
Yolo County Habitat Conservation JPA (2003)  
Winters Cemetery District (2003)  
Dunnigan Fire Protection District (2004)  
Cottonwood Cemetery District (2005)  
Clarksburg Fire Protection District (2005)  
Sacramento-Yolo Port District (2006)  
Winters Fire Protection District (2006)  
Madison Community Service District (2008)  
Woodland-Davis Clean Water Agency (2009)



MEMBERS

BOARD MEMBER	ALTERNATE BOARD MEMBER
<p>Mindi Nunes  <b>County of Yolo</b>                      625 Court Street                      Woodland, CA 95695  <a href="mailto:mindi.nunes@yolocounty.org">mindi.nunes@yolocounty.org</a>                      (530) 666-8329</p>	<p>Hugo Martinez  <b>County of Yolo</b>                      625 Court Street                      Woodland, CA 95695  <a href="mailto:hugo.martinez@yolocounty.org">hugo.martinez@yolocounty.org</a>                      (530) 666-8425</p>
<p>Nanci Mills  <b>City of Winters</b>                      318 First Street                      Winters, CA 95694  <a href="mailto:nanci.mills@cityofwinters.org">nanci.mills@cityofwinters.org</a>                      (530) 795-4910 ext 101</p>	<p>John Donlevy  <b>City of Winters</b>                      318 First Street                      Winters, CA 95694  <a href="mailto:john.donlevy@cityofwinters.org">john.donlevy@cityofwinters.org</a>                      (530) 795-4910 ext 110</p>
<p>Carol Richardson  <b>City of West Sacramento</b>                      1110 Capitol Ave.                      West Sacramento, CA 95691  <a href="mailto:carolr@cityofwestsacramento.org">carolr@cityofwestsacramento.org</a>                      (916) 617-4500</p>	<p>John Perry  <b>City of West Sacramento</b>                      1110 Capitol Ave.                      West Sacramento, CA 95691  <a href="mailto:johnpe@cityofwestsacramento.org">johnpe@cityofwestsacramento.org</a>                      (916) 617-4510</p>
<p>Sue Vannucci  <b>City of Woodland</b>                      300 First Street                      Woodland, CA 95695  <a href="mailto:sue.vannucci@cityofwoodland.org">sue.vannucci@cityofwoodland.org</a>                      (530) 661-5805</p>	<p>Amy Buck  <b>City of Woodland</b>                      300 First Street                      Woodland, CA 95695  <a href="mailto:amy.buck@cityofwoodland.org">amy.buck@cityofwoodland.org</a>                      (530) 661-5807</p>
<p>Melissa Chaney  <b>City of Davis</b>                      23 Russell Blvd. Suite 4                      Davis, CA 95616  <a href="mailto:mchaney@cityofdavis.org">mchaney@cityofdavis.org</a>                      (530) 757-5618</p>	<p>Jackie Jaskowiak  <b>City of Davis</b>                      23 Russell Blvd. Suite 4                      Davis, CA 95616  <a href="mailto:jjaskowiak@cityofdavis.org">jjaskowiak@cityofdavis.org</a>                      (530) 757-5644</p>
<p>Tim Brock  <b>Esparto Unified School District</b>                      26675 Plainfield St.                      Esparto, CA 95627  <a href="mailto:tim.brock@espartok12.org">tim.brock@espartok12.org</a>                      (530) 787-3446</p>	<p>Vonda Jensen  <b>Esparto Unified School District</b>                      26675 Plainfield St.                      Esparto, CA 95627  <a href="mailto:vonda.jensen@espartok12.org">vonda.jensen@espartok12.org</a>                      (530) 787-3446</p>

<p><b>Carol Case</b>  <b>Yolo-Solano Air Quality Management District</b>  1947 Galileo Ct. Suite 103  Davis, CA 95618  <a href="mailto:ccase@ysaqmd.org">ccase@ysaqmd.org</a>  (530) 757-3650</p>	<p>Frances Smith  <b>In-Home Supportive Services Public Authority</b>  25 N. Cottonwood  Woodland, CA 95695  <a href="mailto:frances.smith@yolocounty.org">frances.smith@yolocounty.org</a>  (530) 661-2676</p>
<p>Patricia Williams  <b>Yolo Emergency Communications Agency (YECA)</b>  35 N. Cottonwood  Woodland, CA 95695  <a href="mailto:pwilliams@yec911.org">pwilliams@yec911.org</a>  (530) 666-8900</p>	<p>Elisa Carvalho  <b>Yolo County LAFCO</b>  625 Court St. Room 203  Woodland, CA 95695  <a href="mailto:elisa.carvalho@yolocounty.org">elisa.carvalho@yolocounty.org</a>  (530) 666-8048</p>
<p>Dorothy Green  <b>Capay Valley Fire Protection District</b>  18415 Co. Rd. 70  Brooks, CA 95606  (530) 796-3255</p>	<p>Susan Finkleman  <b>Davis Cemetery District</b>  820 Pole Line Rd.  Davis, CA 95618  <a href="mailto:cemetery@dcn.org">cemetery@dcn.org</a>  (530) 756-7807</p>
<p>Tod Reddish  <b>Springlake Fire Protection District</b>  532 Court Street  Woodland, CA 95695  <a href="mailto:Tod.Reddish@cityofwoodland.org">Tod.Reddish@cityofwoodland.org</a>  (530) 661-5860</p>	<p>Tom Lopez  <b>Madison Fire District</b>  P.O. Box 12  Madison, CA 95653  <a href="mailto:tlopez@yolocounty.org">tlopez@yolocounty.org</a>  (530) 662-5745</p>
<p>Roxie Weaver  <b>East Davis County Fire Protection District</b>  3411 Bermuda Ave.  Davis, CA 95616  <a href="mailto:rjweaver@ucdavis.edu">rjweaver@ucdavis.edu</a>  (530) 754-7363</p>	<p>Maria Wong  <b>Yolo County Habitat Conservation JPA</b>  120 W. Main St. Suite C  Woodland, CA 95695  <a href="mailto:maria.wong@yolocounty.org">maria.wong@yolocounty.org</a>  (530) 406-4885</p>
<p>Kara Clarkson  <b>Yolo Courts</b>  725 Court Street  Woodland, CA 95695  <a href="mailto:kwclarkson@yolo.courts.ca.gov">kwclarkson@yolo.courts.ca.gov</a>  (530) 406-6838</p>	<p>Brett Dunham  <b>Winters Cemetery District</b>  P.O. Box 402  Winters, CA 95694  <a href="mailto:wcd415@sbcglobal.net">wcd415@sbcglobal.net</a>  (530) 795-2475</p>
<p>Rose Conroy  <b>No Man's Land Fire Protection District</b>  530 Fifth Street  Davis, CA 95616  <a href="mailto:rconroy@ci.davis.ca.us">rconroy@ci.davis.ca.us</a>  (530) 757-5684</p>	<p>Sherrill Jenkins  <b>Dunnigan Fire Protection District</b>  P.O. Box 213  Dunnigan, CA 95937  <a href="mailto:ssjenkins@ucdavis.edu">ssjenkins@ucdavis.edu</a>  (530) 724-3515</p>
<p>Kathryn Turner  <b>Yolo Law Library</b>  204 Fourth St. Suite A  Woodland, CA 95695  <a href="mailto:kathryn.turner@yolocounty.org">kathryn.turner@yolocounty.org</a>  (530) 666-8918</p>	<p>John Regelbrugge  <b>Cottonwood Cemetery District</b>  P.O. Box 617  Esparto, CA 95627  (530) 666-6408</p>
<p>Richard Bagby  <b>Clarksburg Fire Protection District</b>  P.O. Box 513  Clarksburg, CA 95612  <a href="mailto:rbagby@citlink.net">rbagby@citlink.net</a>  (916) 744-1700</p>	<p>Mike Luken  <b>Sacramento-Yolo Port District</b>  1110 West Capitol Ave., 3<sup>rd</sup> Floor  West Sacramento, CA 95691  <a href="mailto:mluken@cityofwestsacramento.org">mluken@cityofwestsacramento.org</a>  (916) 371-8000</p>
<p>Scott Dozier, Fire Chief  <b>Winters Fire Protection District</b>  10 Abbey Street  Winters, CA 95694  <a href="mailto:scott.dozier@wintersfire.org">scott.dozier@wintersfire.org</a>  (530) 795-4131</p>	<p>Leo Refsland  <b>Madison Community Service District</b>  P.O. Box 40  Madison, CA 95653  (530) 666-2888</p>
<p>Eric Mische  <b>Woodland-Davis Clean Water Agency</b>  1717 Fifth Street  Davis, CA 95616  <a href="mailto:emische@cityofdavis.org">emische@cityofdavis.org</a>  (530) 757-5577</p>	<p><b>Yolo County Public Agency Risk Management Insurance Authority</b>  77 W. Lincoln Ave.  Woodland, CA 95695  (530) 666-4456</p>

The current staff of YCPARMIA is:

Jeffrey M. Tonks	CEO/Risk Manager	<i>jtonks@ycparmia.com</i>
Charlotte Garber	Administrative Assistant	<i>cgarber@ycparmia.com</i>
Tom McGuire	Loss Prevention Analyst	<i>tmcguire@ycparmia.com</i>
Vicki Facciuto	Wellness Nurse	<i>vfacciuto@ycparmia.com</i>
Lisa Carpenter	Accountant	<i>lcarpenter@ycparmia.com</i>
Marinda Hall	Administrative Assistant	<i>mhall@ycparmia.com</i>
Bob Martin	General Adjuster	<i>bmartin@ycparmia.com</i>

<p><b><u>General Counsel</u></b>  <i>Robert Jarvis</i>  <i>4720 American River Dr.</i>  <i>Carmichael, CA 95608</i>  <i>(916) 978-9563</i></p>	<p><b><u>Actuary</u></b>  <i>Arm Tech</i>  <i>1901 Main Street, 4<sup>th</sup> Floor</i>  <i>Irvine, CA 92614-6507</i>  <i>(949) 608-6500</i></p>
<p><b><u>Auditor</u></b>  <i>Perry Smith LLC</i>  <i>400 Capitol Mall, Suite 1200</i>  <i>Sacramento, CA 95814</i>  <i>(916) 441-1000</i></p>	<p><b><u>Treasurer</u></b>  <i>Howard Newens</i>  <i>County of Yolo, Treasurer/Tax Collector</i>  <i>625 Court Street</i>  <i>Woodland, CA 95695</i>  <i>(530) 666-8625</i></p>

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# YOLO COUNTY PUBLIC AGENCY RISK MANAGEMENT INSURANCE AUTHORITY

## MISSION STATEMENT

**T**o protect the members' resources from the impact of loss through a program of insurance coverage, prevention, education, training, and service.

## OBJECTIVES

- Assess and address the needs of the members;
- Provide the most cost effective insurance coverage available;
- Provide the most relevant training and education;
- Maintain the organizational strength of YCPARMIA;
- Provide responsive and comprehensive risk management services.

HISTORY OF  
YOLO COUNTY PUBLIC AGENCY  
RISK MANAGEMENT INSURANCE AUTHORITY

Prior to implementation of the YCPARMIA self-insurance program on March 1, 1979, each agency purchased its own insurance. To one degree or another, insurance-related services such as loss prevention, claims and loss record keeping were supplied by the insurance companies. The pooling program substitutes a collective approach to loss funding and servicing for the previous programs.

The administrative entity through which this is accomplished is a separate legal entity formed through an exercise of joint powers by the participating agencies. The name of this administrative entity is Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA). The participating agencies are the Cities of Davis, Winters, Woodland, and West Sacramento; the County of Yolo; the Esparto Unified School District; Springlake Fire Protection District; Yolo-Solano Air Quality Management District; Yolo Emergency Communications Agency; Capay Valley Fire Protection District; East Davis County Fire Protection District; California Superior Court, County of Yolo; No Man's Land Fire Protection District; Yolo County Law Library; Yolo County In-Home Supportive Services Public Authority; Yolo County LAFCO; Davis Cemetery District; Madison Fire District; Yolo County Habitat Conservation JPA; Winters Cemetery District; Dunnigan Fire Protection District; Cottonwood Cemetery District; Clarksburg Fire Protection District; Sacramento-Yolo Port District; Winters Fire Protection District, Madison Community Service District and Woodland-Davis Clean Water Agency. The Cities of Davis, Winters, Woodland, West Sacramento; the County of Yolo and Esparto Unified School District are the voting members of the Board of Directors.

The annual "premium" charged each agency is:

- 1) Designed to reflect the risk exposure of each participating agency, and
- 2) Modified to reflect the actual losses paid by the pool on behalf of each participating agency.

Thus, equity is achieved to the greatest extent possible. The annual premium charged to each participating agency consists of its pro-rata share of:

- 1) Excess insurance premium,
- 2) Charge for the pooled risk (or losses), recognizing the deductible selected,
- 3) Claims adjusting and legal costs, and

- 4) Administrative and other costs to operate the Authority.

Claims administration services are contracted with outside third party administrators for the adjustment of all losses. Loss record keeping services are provided by the third party administrators in the form of computerized loss runs supplied monthly to Yolo County Public Agency Risk Management Insurance Authority.

Under the pooling program, losses are funded in the following manner:

- 1) Each participating agency assumes a deductible to a level commensurate with its financial size. However, the minimum deductible is \$1,000.
- 2) A self-insurance fund is created and funded by all participating agencies at the "YCPARMIA Level".
- 3) Excess insurance is purchased by YCPARMIA for all catastrophic losses under all coverage lines, or obtained through membership in Public Entity Joint Power Authoritys. At this level coverage can be provided by pooled funding, reinsurance or the purchase of excess insurance.

RESERVED FOR FUTURE PAGES



CALIFORNIA ASSOCIATION OF  
JOINT POWERS AUTHORITIES

*It is the purpose of this organization to give professional recognition  
to properly qualified self-insurance pools.*

*THEREFORE, we, the Board of Directors of the  
California Association of Joint Powers Authorities,  
have conferred upon*

**YOLO COUNTY PUBLIC AGENCY RISK MANAGEMENT  
INSURANCE AUTHORITY (YCPARMIA)**

*this*

***CERTIFICATE OF ACCREDITATION WITH EXCELLENCE***

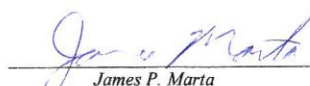
*having fulfilled the conditions of eligibility as prescribed by the Association for Accreditation.*



*Accreditation Period: February 28, 2006 to February 28, 2009*

  
Jonathan R. Skull  
President

  
Michael Fleming  
Chairman, Accreditation Committee

  
James P. Marta  
Accreditation Manager