

RTA BOARD ADMINISTRATIVE COMMITTEE MEETING
December 8, 2004

1. CALL TO ORDER:

Committee Chairman Hall called the meeting to order at 1:30 p.m. on December 8, 2004, in the RTA conference room with the following in attendance:

Board Committee Members:

Mayor Frank Hall, Committee Chairman
Councilmember Jon Winningham, Chairman of the Board
Mayor Pro Tem Jeff Fox, Board Member
Councilmember Ameal Moore, Board Member
Councilmember Karen Spiegel, Board Member
Mayor Pro Tem Brenda Salas, Board Member
Supervisor Bob Buster, Board Member

RTA Staff:

Larry Rubio, Chief Executive Officer
Chris Gallanes, Chief Financial Officer
Grant Bradshaw, Chief Operating Officer
Vince Rouzaud, Director of Purchasing and Materials Management
Scott Richardson, Director of Marketing
Laura Murillo, Director of Human Resources
Jiles Smith, Risk Manager
Cheri Haggerty, Community Relations Specialist
Maricela Hernandez, Executive Assistant/Clerk of the Board

Other Attendees:

None.

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES – NOVEMBER 10, 2004, COMMITTEE MEETING:

M/S/C (FOX/MOORE) approving the minutes of the November 10, 2004, Committee meeting. The motion carried unanimously.

5. REGIONAL WORKERS' COMPENSATION STATISTICAL PROFILE:

Chris Gallanes, Chief Financial Officer, introduced Jiles Smith, Risk Manager to give an update on the current statistics.

Directors Salas and Buster arrived at the meeting during discussion of item 5.

Jiles Smith gave an overview of the current workers' compensation statistics.

M/S/C (BUSTER/MOORE) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Receive and file.

The motion carried unanimously.

6. AUTHORIZATION TO AWARD A CONTRACT TO HAZELRIGG RISK MANAGEMENT SERVICES FOR THIRD PARTY ADMINISTRATION OF THE AGENCY'S WORKERS' COMPENSATION LIABILITY AND MEDICAL BILL REVIEW:

M/S/C (MOORE/BUSTER) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to execute an agreement with Hazelrigg Risk Management Services for workers' compensation claims administration and medical bill review services for an initial two-year base period in the not-to-exceed amount of \$125,760. The agreement includes three, one-year option periods, which if exercised, will increase the total not-to-exceed amount of the contract for the 5-year period to \$326,080.

The motion carried unanimously.

7. UPDATE ON AMERICAN WITH DISABILITIES (ADA) VERIFICATION FORM:

M/S/C (MOORE/SPIEGEL) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Receive and file.

The motion carried unanimously.

8. BOARD MEMBER COMMENTS AND REMARKS:

Director Salas invited the Committee members to attend the grand opening for the Morongo Casino Resort and Spa on Friday, December 10th.

9. OTHER BUSINESS:

Mr. Rubio announced that Scott Richardson has rejoined the Agency as Director of Marketing.

10. ADJOURN:

The meeting was adjourned at 2:19 p.m.

Prepared by RTA personnel on January 4, 2005.