



CITY OF MENIFEE

SUBJECT: California Intergovernmental Risk Authority Board of Directors
Voting Representative and Alternate Appointment

MEETING DATE: February 19, 2025

TO: Mayor and City Council

PREPARED BY: Vanessa Barrera, Human Resources Analyst

REVIEWED BY: Angela Rivera, Human Resources Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Adopt a resolution to update the City's representation on the California Intergovernmental Risk Authority Board of Directors by removing the City Manager, Armando G. Villa and appointing the City's Human Resources Director, Angela Rivera as the new primary representative and designating Human Resources Analyst, Vanessa Barrera as the alternate and authorize representatives to vote on behalf of the City.

DISCUSSION

The City of Meniffee participates as a member of the California Intergovernmental Risk Authority (CIRA) risk pool designated to assist in managing and mitigating risks for its' members. Each member, which includes participants from various agencies, contributes to a shared fund. The fund help pay for liability and workers' compensation claims and provides risk management services.

Participation in CIRA requires the City to designate representatives to serve on the Board of Directors. These representatives are responsible for voting on significant matters such as program costs, bylaw amendments, and member participation. Each member agency must appoint a primary and an alternate representative to ensure consistent representation.

With recent changes in the City's Human Resources Department, it is necessary to update the City's designated representatives. This ensures the City of Meniffee remains compliant with CIRA requirements and maintains active involvement in decision-making processes. To ensure proper representation of the CIRA Board of Directors, staff recommends adopting a resolution to:

- Remove the City Manager, Armando G. Villa as the primary board representative.
- Appoint the Human Resources Director, Angela Rivera as the new primary representative and

- Designate Human Resources Analyst, Vanessa Barrera as the alternate representative.

By updating the City's representation, these roles align more closely with departmental responsibilities related to Risk Management and Human Resources as well as reflect the City's commitment to active participation and informed decision-making regarding liability and workers' compensation matters.

STRATEGIC PLAN OBJECTIVE

Regular City Business

FISCAL IMPACT

There is no fiscal impact associated with the recommended action.

ATTACHMENTS

1. Resolution