CITY OF MENIFEE

SUBJECT:	California Intergovernmental Risk Authority Board of Directors Voting Representative and Alternate
MEETING DATE:	November 20, 2024
TO:	Mayor and City Council
PREPARED BY:	Vanessa Barrera, Human Resources Analyst
REVIEWED BY:	Cathy Thompson, Interim Human Resources Director
APPROVED BY:	Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Adopt a resolution appointing the City Manager as representative to the California Intergovernmental Risk Authority (CIRA) Board of Directors and the Interim Human Resources Manager as alternate and authorize representatives to vote on behalf of the City.

DISCUSSION

The City of Menifee participates as a member of the California Intergovernmental Risk Authority (CIRA) risk pool. The primary purpose of a public entity risk pool is to manage and reduce underlying risks to the benefit of public entity members. Each member, which includes participants from various agencies, contributes to a shared fund. The fund helps pay for liability and workers' compensation claims and provides risk management services. Through this structure, members are required to appoint a representative and an alternate to the CIRA Board of Directors. The Board of Directors vote on all issues or decisions involving the Liability Program. As a member of the Board of Directors, representatives must attend two board meetings, one in the winter and one in the spring.

With recent staff departures, the primary and alternate representative roles for the City of Menifee are vacant. To ensure the City has proper representation on the CIRA Board of Directors, staff recommends the appointment of the City Manager, Armando G. Villa as the primary board representative and Interim Human Resources Manager, Bryan Melton as the alternate board representative, authorizing said representatives to vote on behalf of the City.

STRATEGIC PLAN OBJECTIVE

Regular City Business

FISCAL IMPACT

There is no fiscal impact associated with the recommended action.

ATTACHMENTS

1. Resolution