

MINUTES

**SPECIAL EXECUTIVE COMMITTEE MEETING
December 18, 2017**

RESIG CONFERENCE Center

Teleconference

CALL TO ORDER

The meeting was called to order by President Joe Pandolfo at 11:07 a.m.

ATTENDANCE

A roll call was taken and it was determined a quorum was present to conduct business.

Those in attendance were:

Executive Committee

Joe Pandolfo	President	Rincon Valley Union
Bob Raines	Vice President	Shoreline Unified
Mary Downey	Sec./Treasurer/Auditor	So. County Office of Ed.
Sue Field	Director	Bennett Valley U.S.D.
Jason Lea	Director	Santa Rosa City Schools

RESIG Staff

Rose Burcina	Executive Director
Diane Vieyra	Executive Secretary

APPROVAL OF AGENDA

A motion was made by Mary Downey and seconded by Bob Raines to approve the agenda as presented. A roll call vote was taken. Ayes: Pandolfo, Raines, Downey, Field, and Lea. Absent: Eric Hoppes and Lois Standing. Motion passed.

INTRODUCTIONS & RECOGNITIONS

None

PUBLIC COMMENTS

None

ACTION

A. Resolution 17/18-04 for Cal Office of Emergency Services Signature Authority

Rose Burcina stated that as part of the process in applying for reimbursement of the \$100,000 property coverage self-insured retention related to the Tubbs Fires' claims, a Designation of Applicant's Agent Resolution for Non-State Agencies Form is required by the State of California Governor's Office of Emergency Services authorizing RESIG's position titles—Executive Director or Business Manager, to act on RESIG's behalf.

A motion was made by Bob Raines and seconded by Sue Field that the Executive Committee adopt Resolution 17/18-04 as presented. Motion passed with the following roll call vote:

Joe Pandolfo	Aye	Eric Hoppes	Absent
Bob Raines	Aye	Jason Lea	Aye
Mary Downey	Aye	Lois Standring	Absent
Sue Field	Aye		

ADJOURNMENT

The meeting was adjourned by President Joe Pandolfo at 11:09 a.m.

SUBMITTED BY:

APPROVED BY:

Rose R. Burcina, Executive Director
President

Joseph V. Pandolfo, Jr., Ed.D.,