

**PUBLIC RISK INNOVATION, SOLUTIONS, & MANAGEMENT  
(PRISM)**

**FINANCE COMMITTEE**

**MEETING SUMMARY**

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75 Iron Point Circle, Suite 200  
Folsom, California 95630  
916-850-7300

Friday, May 17, 2024  
10:00 a.m.  
Third Meeting – 2024

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**Members Present**

Yolanda Comer, CSRMA – Alt.  
Jennifer Chilton, GSRMA  
Rebecca Craig, Napa County  
Sharon Vishwa, SMCSIG  
Armond Sarkis, City of Vallejo  
Barbara Lubben, Yolo County

**Members Absent**

Frank Williamson, MPA  
Jack Contos, Trindel Insurance Fund  
One (1) Vacant Alternate Position

**Allocation Methodology for Spectra**

Claim system cost is part of the administrative cost that members pay into each program as a part of their premiums. The allocation percentages determine the amount of cost borne by each individual program. The Committee approved the new allocation methodology for Spectra amongst the various PRISM programs, effective with the 2024/25 fiscal year and to reevaluate the methodology every 3 years.

**PRISM Rent Evaluation**

PRISM pays rent into its building program along with other tenants. This rent is used to pay for the operating expenses, as well as the depreciation on the building and tenant improvements. Due to the shift in the work environment, there is more office space available in the commercial market, which allows potential tenants to negotiate higher tenant improvement allowances to move into the building. All of this has reduced revenue and increased the building expenses, overall. The Committee evaluated the PRISM rent, based on current usage and market rates, and approved increasing the PRISM rent to \$1.80 per sq. ft., per month, equal to \$45,994 per month/\$551,923 annual, effective with the 2024/25 fiscal year.

**2024/25 Proposed Budget**

Staff presented the proposed budget for fiscal year 2024/25. Staff has prepared the budget with the most recent premium allocation and reviewed the highlights from each program with the Committee. The Committee recommended approval of the fiscal year 2024/25 budget to the Executive Committee and Board of Directors.

### **Custodial Banking Agreements**

Staff provided some background to the Committee on the origin of the current custodial banking agreement with U.S. Bank. Staff explained the renewal terms being offered by U.S. Bank for custody services for both PRISM and PRISM ARC, then presented the Committee with the group-rate terms offered to clients of Chandler Asset Management. The Committee discussed the various options and approved U.S. Bank Direct Rate for PRISM and U.S. Bank Group Rate for PRISM ARC.

### **Other Matters**

- Interim Financial Statements – The Committee acknowledged receipt of the March 31, 2023 Interim Financial Statements.
- 2024/25 Program Budget Policies – The Committee acknowledged receipt of the 2024/25 Program Budget Policies.
- Staff presented the Committee with an informational report regarding the Finance Department's strategic planning session.
- Member Services presented the Committee with recent updates to services available to the PRISM members.

### **Future Meetings**

The next regularly scheduled meeting is ***Tuesday, September 17, 2024***, at ***9:00 a.m.***, to be held ***via Web Conference***.