

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, March 1, 2018

10:00 a.m.

Teleconference

Call-In: 1-719-325-2776

Passcode: 448479

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows:

- Bickmore, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA
- City of Albany, 1000 San Pablo Avenue, Albany, CA
- City of Berkeley, 2180 Milvia Street, Berkeley, CA
- City of Brisbane, 50 Park Place, Brisbane, CA
- City of Larkspur, 400 Magnolia Avenue, Larkspur, CA
- City of Mill Valley, 25 Corte Madera Avenue, Mill Valley, CA
- Town of Fairfax, 142 Bolinas Road, Fairfax, CA.

Each location is accessible to the public, and members of the public may address the Committee from any teleconference location.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Jaesa McCulligan at 916-244-1130 or (916) 244-1199 (fax). Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the BCJPIA Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Dr., Suite 200, Sacramento, CA 95833.

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| | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |
| | 4. PUBLIC COMMENTS - This time is reserved for members of the public to address the Board relative to matters of the Bay Cities Joint Powers Insurance Authority not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total. |

5. CONSENT CALENDAR

If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 5 *A. Minutes from the December 14, 2017, Executive Committee Meeting
- 17 *B. Warrant Listings for the Months of December 2017 and January 2018
- 18 *C. 2017-2019 Strategic Goals & Action Items List
- 27 *D. Workers' Compensation Claim Oversight Reports
- 31 *E. Workers' Compensation Legislative Updates
- 33 *F. BCJPIA SRTWP Activity Report Valued at December 31, 2017
- 35 *G. ERMA – Important Information and Reminders
- 38 *H. ERMA Quick Reference Handbook 2017-2018
- 50 *I. CARMA E-Brief, January 2018

Recommendation: Approval of the Consent Calendar.

6. ADMINISTRATIVE MATTERS

- 52 A. Discussion of Conducting Property Appraisals in the 2018/2019 Program Year
Recommendation: Staff recommends the appraisal process not be conducted this year and that the group re-evaluate at this time next year.
- 54 B. Consideration of Acceptance of Novato Property Claim
Recommendation: The Committee discuss and provide direction to staff.
- 56 *C. Preliminary 2018/2019 Meeting Schedule for Executive Committee and Board of Directors and Location of October 2018 Strategic Planning Session
Recommendation: Committee provide direction to staff regarding the preliminary meeting schedule for the Executive Committee and Board of Directors and select a location for the October 2018 Strategic Planning Session and confirm the use of a Facilitator.
- 60 *D. Consideration of Proposed Renewal Contract Between Bickmore and BCJPIA
Recommendation: Staff will not be making a recommendation on this item as Bickmore has a financial interest in the outcome.

7. POOLED LIABILITY PROGRAM

- 61 *A. Litigation Update
Recommendation: None.

8. FINANCIAL MATTERS

- 66 *A. Discussion of Experience Modification Factor Calculation
Recommendation: Staff and the Finance and Underwriting Committee recommend to the Executive Committee and Board that a change be implemented in the experience modification calculation by applying caps of .65 and 1.35 in lieu of the current .75 and 1.50.

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*B. Use of the CARMA Dividend

Recommendation: Staff recommends the Committee recommend the Board of Directors approve the CARMA dividend released in January 2018 be distributed back into the program years from which the dividends were declared in order to increase the equity position of the BCJPIA Pooled Liability Program (PLP).

9. CLOSED SESSION

A. Pursuant to Government Code Section 54956.95(a), the Board of Directors will recess to closed session to discuss the following claims:

Liability

- Tucker v. City of Novato
- Albany Lions Club v. Albany

B. Report from Closed Session - Pursuant to Government Code Section 54957.1, the Bay Cities Joint Power Insurance Authority must report in open session any action, or lack thereof, taken in closed session.

10. CLOSING COMMENTS

This time is reserved for comments by Bay Cities Joint Powers Insurance Authority members and/or staff and to identify matters for future Bay Cities Joint Powers Insurance Authority business.

- A. Executive Committee
- B. Staff

11. ADJOURNMENT

NOTICES:

- The next BCJPIA Executive Committee meeting will be held on Thursday, April 5, 2018, at the Courtyard Marriott in Emeryville, CA.
- The next BCJPIA Safety and Loss Prevention Committee meeting will be held on Thursday, April 5, 2018, at the Courtyard Marriott in Emeryville, CA.
- The next CARMA Board of Directors meeting will be held on Wednesday, April 11, 2018, in Sacramento, CA. The BCJPIA representative to the CARMA Board is Dan Schwarz, City of Larkspur, and the alternate is Daria Carillo, Town of Corte Madera.
- The next ERMA Board of Directors meeting will be held on Tuesday, May 1, 2018, in Sacramento, CA. The BCJPIA representative to the ERMA Board is Stuart Schillinger, Brisbane, and the alternate is Dave Glasser, Albany.
- The next LAWCX Board of Directors meeting will be held on Tuesday, June 5, 2018, in Sacramento, CA. The BCJPIA representative to the LAWCX Board is Garrett Toy, Town of Fairfax, and the alternate is Lori Elefant, City of Emeryville.
- The next BCJPIA Board of Directors meeting will be held on Thursday, June 7, 2018, at the Courtyard Marriott in Emeryville, CA.