

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, April 5, 2018

10:30 a.m.

Courtyard by Marriott Oakland/Emeryville

5555 Shellmound Street

Emeryville, CA 94608

(510) 652-8777

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.
6	*A. Minutes from the March 1, 2018, Executive Committee Meeting
13	*B. Warrant Listings for the Months of February and March 2018
14	*C. BCJPIA Internal Financial Statements for the Quarter Ended December 31, 2017
22	*D. Member Contingency Fund Balance as of December 31, 2017
23	*E. BCJPIA Cash & Investment Report for the Quarter Ended December 31, 2017
61	*F. Investment Policy

* Reference materials enclosed with staff report.

- 76 *G. New Board Representative Appointment Letters
Recommendation: Staff recommends the Committee approve the Consent Calendar.

6. COMMITTEE APPOINTMENTS

- 78 *A. Appointments to the Executive Committee, Finance Committee, Memorandum of Coverage Committee, and ERMA Alternate Representative
Recommendation: The Nominating Committee recommends the Executive Committee appoint Todd Cusimano to the Executive Committee to complete the vacant term through June 30, 2019. Staff also recommends the President appoint Mark Carlson to the MOC Committee; Cathy Orme and Jon Maginot to the Underwriting and Finance Committee; and Todd Cusimano as the Alternate ERMA Representative.

7. RISK CONTROL

- 87 *A. Report from the Safety and Loss Prevention Committee
Recommendation: Staff recommends the Committee receive and accept the update and provide additional feedback if warranted. Additionally, staff recommends the Committee recommend the Board of Directors approve the 2018/2019 Risk Control Service Plan.
- 95 *B. Occu-Med Services Pilot Program Update
Recommendation: Staff will not be making a pool-wide recommendation to engage Occu-Med at this time. If members are interested in Occu-Med, staff can assist in facilitating discussions between the member and Occu-Med.

8. FINANCIAL MATTERS

- 97 *A. Preliminary Indications for the APIP Property Program and Other Ancillary Programs
Recommendation: Staff recommends the Committee receive and accept the update and provide additional feedback, if warranted.
- 100 *B. Draft Liability Actuarial Study for the 2018/2019 Program Year
Recommendation: Receive and file.
- 116 *C. Draft Workers' Compensation Actuarial Study for the 2018/2019 Program Year
Recommendation: Receive and file.
- 142 *D. Draft Budget for the 2018/2019 Program Year
Recommendation: Staff recommends the Committee recommend the Board of Directors approve the 2017/2018 budget.

9. POOLED WORKERS' COMPENSATION PROGRAM

- 160 *A. Workers' Compensation Legislative Updates
Recommendation: Committee receive and accept the update and provide additional feedback, if warranted.

- 161** *B. Structured Return-to-Work Update and Company Nurse Contract Renewal
Recommendation: Staff recommends approval of the Company Nurse draft contract as presented.

10. CLOSED SESSION

- A. Pursuant to Government Code Section 54956.95(a), the Committee will hold a closed session to discuss the claims for the payment of tort liability losses, workers' compensation losses, or public liability losses incurred by the Joint Powers Authority.

Liability

- Ford v. City of Sausalito

The BCJPIA Litigation Manager's Report was e-mailed under separate cover on March 27, 2018. All members are asked to destroy their copy after review.

- B. Report from Closed Session - Pursuant to Government Code Section 54957.1, the Committee must report in open session any action taken, or lack thereof, in closed session.

11. 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

12. ADJOURNMENT

NOTICES:

- 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 currently vacant.
- 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.
- The next BCJPIA Executive Committee meeting will be held on Thursday, August 2, 2018, at the Courtyard Marriott in Emeryville, CA.
- The next BCJPIA Safety and Loss Prevention Committee meeting will be held on Thursday, August 2, 2018, at the Courtyard Marriott in Emeryville, CA.