

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, December 13, 2018

11:30 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 Kyla Morris at (916) 290-4629 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 provided to the Bay Cities Joint Powers Insurance Authority (BCJPIA) less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833.

Page

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 Committee relative to matters of the BCJPIA 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. CLOSED SESSION

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 Claims

- Abad vs. Emeryville
- Simmons vs. Novato

5. CLOSED SESSION (Continued)

Workers' Compensation Claims

- Bartol vs. Sausalito
- Golden vs. Sausalito
- Stosic vs. Sausalito
- Figueiredo vs. Union City
- Yaeger vs. Union City

6. 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.

5 7. CONSENT CALENDAR

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

- 6** *A. Minutes from the August 2, 2018, Executive Committee Meeting
- 13** *B. Warrant Listings for the Period of October-November 30, 2018
- 14** *C. BCJPIA Cash & Investment Report for the Quarter Ended September 30, 2018
- 39** *D. Member Contingency Fund Preliminary Balance as of September 30, 2018
- 40** *E. Revised Strategic Action Plan for the 2017-2019 Program Years
- 42** *F. November 6, 2018, Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX) Board of Directors Meeting Staff Report: Draft Actuarial Report with 2019/2020 Funding Rates and Discussion of Confidence Level and Discount Rate
- 46** *G. November 6, 2018, Excerpt from LAWCX Board of Directors Meeting Staff Report: Review of Target Equity Policy, Dividends and Assessments
- 60** *H. Public Self Insurers Annual Report for Fiscal Year 2017/2018

Recommendation: Staff recommends the Committee approve the Consent Calendar as presented.

8. ADMINISTRATIVE MATTERS

- 69** *A. Report from the Memorandum of Coverage Committee
Recommendation: The Memorandum of Coverage Committee will provide recommendations to the Executive Committee, if any, at the meeting.
- 205** *B. Proposed Changes to BCJPIA Conflict of Interest Code
Recommendation: Staffs recommends the Committee review and consider the amended code and provide direction to staff to proceed with the 45-day public posting of intent to amend the BCJPIA Conflict of Interest Code.

- 8. ADMINISTRATIVE MATTERS (Continued)**
- 217 *C. Consideration of Renewal Contract with Sampson, Sampson & Patterson, LLP, as BCJPIA's Financial Auditor
Recommendation: Staff recommends the Committee approve the proposal contract from Sampson, Sampson & Patterson, LLP, as BCJPIA's Financial Auditor for an additional three-year period as outlined in the engagement letter.
- 225 *D. Consideration of Renewal Agreement with Alliant Insurance Services for Brokerage Services
Recommendation: Staff recommends the Committee approve the proposal agreement from Alliant Insurance Services for Brokerage Services for the term July 1, 2019, through June 30, 2024.
- 245 *E. Preliminary Consideration of BCJPIA Membership for the Central Marin Fire Authority
Recommendation: Staff recommends the Executive Committee recommend approval to the Board of the Central Marin Fire Authority's participation in the Liability program at a \$250,000 self-insured retention (SIR); the Workers' Compensation program at a \$250,000 SIR, with approval for participation on the transition date of Larkspur's and Corte Madera's employees to the Authority; and participation in the Property and Auto Physical Damage programs, as of January 1, 2019. Staff further recommends the Executive Committee waive the collection of \$7,246 in premium for the 2018/2019 program year.
- 250 *F. Draft Member Survey for Review of BCJPIA's Approved Panel of Attorneys
Recommendation: The Ad Hoc Committee recommends the Executive Committee approve distribution of the member survey.
- 253 G. Earthquake Coverage Purchase Options
Recommendation: Provide direction to staff.
- 9. RISK CONTROL MATTERS**
- 254 *A. Report from the Safety and Loss Prevention Committee
Recommendation: Staff and the Safety and Loss Prevention Committee recommend the Executive Committee approve the recommendation(s), if any, from the Safety and Loss Prevention Committee.
- 10. FINANCIAL MATTERS**
- 266 *A. LAWCX Deficit Curing and Assessment Plan
Recommendations: Discuss and provide feedback to staff.
- 11. ADMINISTRATOR'S REPORT**
- 306 A. Report by Administrator
Recommendation: None.

12. CLOSING COMMENTS

This time is reserved for comments by Committee members and/or staff and to identify matters for future BCJPIA business.

- A. Executive Committee
- B. Staff

13. ADJOURNMENT

NOTICES:

- The next California Affiliated Risk Management Authorities (CARMA) Board of Directors Meeting will be held Thursday-Friday, January 10-11, 2019, at the Bodega Bay Lodge, in Bodega Bay, CA. The BCJPIA representative to the CARMA Board is Dan Schwarz, City of Larkspur, and the Alternate is Daria Carrillo, Town of Corte Madera.
- The next BCJPIA Executive Committee meeting will be held on Thursday, February 21, 2019, in Emeryville, CA.
- The next BCJPIA Finance and Underwriting Committee meeting will be held on Tuesday, March 12, 2019, via teleconference.
- The next BCJPIA Safety and Loss Control Committee meeting will be held on Thursday, April 4, 2019, in Emeryville, CA.
- The next BCJPIA Board of Directors meeting will be held on Thursday, June 6, 2019, in Emeryville, CA.