

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

BOARD OF DIRECTORS MEETING

AGENDA

Thursday, June 6, 2019

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 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, California 95833.

<u>Page</u>	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	5. CONSENT CALENDAR - If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.
7	*A. Minutes from the October 26, 2018, Board of Directors Meeting
25	*B. Minutes from the December 19, 2018, Special Board of Directors Meeting
28	*C. Warrant Listings for the Period of April 1, 2019, - May 15, 2019
29	*D. Cash & Investment Report as of March 31, 2019
54	*E. Internal Financial Statements as of March 31, 2019
62	*F. Member Contingency Fund Balance as of March 31, 2019
63	*G. BCJPIA Investment Policy
79	*H. Pooled Liability Program Master Program Document
130	*I. Pooled Workers' Compensation Program Master Program Document
149	*J. Pooled Property Program Master Program Document

- 5. CONSENT CALENDAR (Continued)**
- 177 *K. Pooled Auto Physical Damage Master Program Document
- 206 *L. Pooled Liability Program Memorandum of Coverage for the 2019/20 Program Year
- 266 *M. Pooled Property Program Memorandum of Coverage for the 2019/20 Program Year
- 284 *N. Pooled Auto Physical Damage Program Memorandum of Coverage for the 2019/20 Program Year
- 301 *O. BCJPIA Scholarship Fund Reimbursement Log
- 303 *P. Summaries of PARMA & CAJPA Conference Attendance by BCJPIA Members
- Recommendation: Staff recommends the Board approve the Consent Calendar as presented.*
- 6. STAFFING UPDATES**
- 308 *A. BCJPIA Staffing
- Recommendation: None*
- 7. PROGRAM UPDATES AND PRESENTATIONS**
- 313 *A. Presentation of CAJPA Re-Accreditation With Excellence
- Recommendation: Staff recommends the Board receive and accept the CAJPA Accreditation with Excellence for BCJPIA.*
- 354 B. Pooled Liability Program Update
1. Report by Acclamation Insurance Management Services (AIMS)
2. Report by BCJPIA Litigation Manager
3. CARMA Update
- Recommendation: Discuss and provide feedback.*
- 357 *C. Pooled Workers' Compensation Program Update
1. Report by BCJPIA Workers' Compensation Program Manager
2. Report by BCJPIA Structured Return-to-Work Manager
3. Report by Innovative Claims Services (ICS)
4. Local Agency Workers' Compensation Excess JPA Update
- Recommendation: None*
- 409 D. Presentation from Alliant Insurance Services – Program Renewals
- Recommendation: None*
- 410 *E. Update on 2018/19 Risk Control Service Delivery and Approval of 2019/20 Risk Control Service Plan
- Recommendation: Staff and the Safety and Loss Prevention and Executive Committees recommend the Board approve the 2019/20 Risk Control Service Plan as presented.*

8. ADMINISTRATIVE MATTERS

- 426 *A. Approval of Amendment One to the Agreement with York Risk Services Group, Inc. for Administrative and Financial Services
Recommendation: The Executive Committee recommends the Board approve Amendment One to the Agreement with York Risk Services Group, Inc. for Administrative and Financial Services.
- 429 *B. Approval of BCJPIA Bylaws
Recommendation: The Executive Committee recommends the Board approve the BCJPIA Bylaws, effective July 1, 2019.
- 479 *C. Pooled Workers' Compensation Program Memorandum of Coverage for the 2019/20 Program Year
Recommendation: Staff recommends the Board approve the 2019/20 Pooled Workers' Compensation Memorandum of Coverage.
- 515 *D. Consideration of Resolution No. 01 2018-2019 Establishing Meeting Dates for the 2019/20 Program Year
Recommendation: Staff recommends the Board approve Resolution No. 01 2018-2019 Establishing Meeting Dates for the 2019/20 Program Year.
- 519 E. Review of BCJPIA's Approved Panel of Attorneys 2019 Survey Results
Recommendation: Review and provide feedback to staff.

9. FINANCIAL MATTERS

- 520 *A. Draft Target Equity Policy
Recommendation: The Finance and Underwriting Committee and the Executive Committee recommend the Board approve the Target Equity Policy as presented.
- 526 *B. Proposed Equity Building Plan
Recommendation: Review and provide direction to staff.
- 531 *C. Proposed Budget for the 2019/20 Program Year
Recommendation: Staff and the Executive Committee recommend the Board approve the 2019/20 Operating Budget.

10. COMMITTEE ELECTIONS & APPOINTMENTS

- 549 *A. Slate of Nominees for the Election of Three "At-Large" Executive Committee Members
Recommendation: Staff and the Nominating Committee recommend the Board approve the slate of nominees for the Executive Committee positions and the President appoint a new Safety and Loss Prevention Committee member as presented.

11. **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

- Simmons v. City of Novato
- Swift v. Central Marin Police Authority

Workers' Compensation Claims

- Landis v. City of Larkspur

12. **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.

13. **ADMINISTRATOR'S REPORT**

561

- A. Report by Administrator

Recommendation: None

14. **CLOSING COMMENTS** - This time is reserved for comments by Board members and/or staff and to identify matters for future BCJPIA business.

- A. Board of Directors
B. Staff

15. **ADJOURNMENT**

NOTICES:

- The next Employment Risk Management Authority (ERMA) Board of Directors meeting will be held on Tuesday, June 11, 2019, at the York Office in Sacramento, CA. the BCJPIA representative to the ERMA Board is Stuart Schillinger, City of Brisbane, and the Alternate is Todd Cusimano, Town of Corte Madera.
- The next California Affiliated Risk Management Authorities (CARMA) Board of Directors meeting will be held on Wednesday, June 12, 2019, at the York Office in Sacramento, 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 Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX JPA) Board of Directors meeting will be on held Tuesday, November 5, 2019, at the DoubleTree by Hilton, 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 Strategic Planning Session and Board of Directions meeting is preliminary scheduled for Thursday, November 7-8, 2019, at the Dream Inn, in Santa Cruz, CA.