

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, August 22, 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 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 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.

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| <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. CONSENT CALENDAR |
| | If a Committee member would like to discuss any item listed, it may be pulled from the Consent Calendar. |
| | *A. Minutes from the April 4, 2019, Executive Committee Meeting |
| | *B. Warrant Listings for the Period of May 14, 2019 - July 15, 2019 |
| | *C. Cash & Investment Report as of June 30, 2019 |
| | *D. Internal Financial Statements as of June 30, 2019 |
| | *E. Member Contingency Fund Balance as of June 30, 2019 |
| | *F. Final Budget for the 2019/20 Program Year |
| | *G. CARMA E-Brief – June 2019 |
| | *H. Workers' Compensation Claims Oversight Report |
| | *I. New Board Representatives for: |

- City of Los Altos
- City of Piedmont

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

6. RISK CONTROL MATTERS

- *A. 2019/20 Risk Control Service Plan Delivery Update
Recommendation: None.

7. POOLED WORKERS' COMPENSATION PROGRAM

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

8. POOLED LIABILITY PROGRAM

- *A. Update from Acclamation Insurance Management Services (AIMS)
Recommendation: None.
- *B. Review of Draft Resolution 01 2019-2020 Regarding the Establishment, Maintenance and Assignment of Approved Defense Counsel Panel
Recommendation: Review and provide a recommendation to the Board of Directors.
- *C. Review of Draft Resolution 02 2019-2020 Outlining the Guidelines of the Revised Litigation Management Guidelines
Recommendation: Review and provide a recommendation to the Board of Directors.
- *D. BCJPIA Claims Procedures Manual
Recommendation: Discuss and provide feedback to staff.
- E. Discussion of Re-Addition of Meyers Nave to the BCJPIA Approved Defense Panel
Recommendation: Discuss and provide feedback to staff.

9. ADMINISTRATIVE MATTERS

- A. Discussion of the November 7, 2019, Strategic Planning Session Format
Recommendation: Provide direction to staff to work with the President to finalize the agenda for the November 7, 2019, meeting.
- *B. Report on the Employment Risk Management Authority (ERMA) and Discussion Regarding the Distribution of ERMA Dividends
Recommendation: Staff recommends the Executive Committee discuss the ERMA dividend and provide direction to staff.

9. ADMINISTRATIVE MATTERS (Continued)

- *C. Review of Draft Resolution 03 2019-2020 Amending the Underwriting Policy for Prospective Members

Recommendation: Staff recommends the Executive Committee recommend approval of Resolution No. 03 2019-2020 Regarding the Creation of an Underwriting Policy or Prospective Members to the Board of Directors.

- 10. 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

- Calderon-Huezo v. Pleasanton
- Fitzgerald v. Redwood City
- Fitzpatrick/Swanson v. Fairfax
- Mason v. Redwood City
- Park v. Berkeley
- Patel v. Pleasanton
- Wallace v. Novato
- Zeleny v. Menlo Park

- 11. 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.

12. ADMINISTRATOR'S REPORT

- A. Report by Administrator

Recommendation: None

- 13. CLOSING COMMENTS** - This time is reserved for comments by the Committee and/or staff and to identify matters for future BCJPIA business.

- A. Executive Committee
B. Staff

14. ADJOURNMENT

NOTICES:

- The next California Affiliated Risk Management Authorities (CARMA) Board of Directors meeting will be held on Friday, September 13, 2019, in South Lake Tahoe, 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 Employment Risk Management Authority (ERMA) Board of Directors meeting will be held on Monday, November 4, 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 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 Directors meeting will be held on Thursday, November 7-8, 2019, at the Dream Inn, in Santa Cruz, CA.
- The next BCJPIA Executive Committee meeting will be held on Thursday, December 12, 2019, in Emeryville, CA.
- The next BCJPIA Safety and Loss Control Committee meeting will be held on Thursday, December 12, 2019, in Emeryville, CA.
- The next BCJPIA Governing Documents Committee meeting will be held on Thursday, December 12, 2019, in Emeryville, CA.
- The next BCJPIA Finance and Underwriting Committee meeting will be held on Tuesday, March 10, 2020, in Emeryville, CA.