

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

BOARD OF DIRECTORS MEETING

AGENDA

Friday, November 8, 2019

8:30 a.m.

Dream Inn

175 W Cliff Drive
Santa Cruz, CA 95060
(707) 569-5529

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Caroline Brush 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.

Materials relating to an item on this agenda submitted to this Board after distribution of the agenda packet are available for public inspection at: 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833, during normal business hours. The documents will also be available on the BCJPIA website at www.bcjpia.org.

<u>Page</u>	
	1. CALL TO ORDER
	2. INTRODUCTIONS
	3. 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.
	4. APPROVAL OF AGENDA AS POSTED (OR AMENDED)
	5. CONSENT CALENDAR If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.
8	*A. Minutes from the June 6, 2019, Board of Directors Meeting
28	*B. Warrant Listings for the Months of August and September 2019
29	*C. Member Contingency Fund Balance as of September 30, 2019, Without Interest
30	*D. Pooled Auto Physical Damage and Property Programs' Claims History and Annual Financial Status as of June 30, 2019

- 5. CONSENT CALENDAR (continued)**
- 47 *E. BCJPIA Cash & Investment Report for the Quarter Ended September 30, 2019
- 76 *F. BCJPIA Annual Report as of June 30, 2019
- 103 *G. Memorandum Regarding BCJPIA/Sedgwick Contract Fee for the 2019/20 Fiscal Year
- 104 *H. Revision to Endorsement #4 of the Pooled Liability Program Memorandum of Coverage for the 2019/20 Program Year
- 105 *I. ERMA Memo: Important Information Regarding the 2019/20 Program Year
- 108 *J. CARMA E-Brief, Dated September 2019
- 109 *K. Workers' Compensation Claim Oversight Report
- 111 *L. Analysis and Update of Delayed Workers' Compensation Claims
- 115 *M. LAWCX Audit
- 129 *N. Summary of CAJPA Conference Attendance by BCJPIA Members
- 130 *O. New Board Representatives for:
- City of Novato
- 131 *P. Final BCJPIA 2019/20 Budget
- 144 *Q. Draft Resolution 03 2019-2020 Amending the Underwriting Policy for Prospective Members
- Recommendation: Staff recommends the Board formally consider approval of the Consent Calendar as presented.*
- 6. PRESENTATIONS**
- 151 *A. Presentation of Financial Audit for the Year Ended June 30, 2019
- Recommendation: The Board receives and files the audited financial statements for the year ended June 30, 2019.*
- 201 *B. Presentation by Chandler Asset Management Regarding Investment Management Services
- Recommendation: None.*
- 236 C. State of the Market Presentation by Alliant Insurance Services
- Recommendation: None.*
- 7. STAFFING MATTERS AND APPOINTMENTS**
- 237 A. Appointment of BCJPIA Board Secretary, Caroline Brush
- Recommendation: The Board consider appointing Caroline Brush as BCJPIA Board Secretary, effective November 8, 2019.*
- 8. STRATEGIC PLANNING SESSION SUMMARY**
- 238 A. Recap of the November 7, 2019, Strategic Planning Session
- Recommendation: The Board provide direction with respect to prioritizing the strategic goals and objectives developed in the Strategic Planning Session.*

- 9. POOLED WORKERS' COMPENSATION PROGRAM**
- 239 *A. Status Report Regarding Workers' Compensation Claims from Innovative Claim Solutions and Report by Workers' Compensation and Structured Return-to-Work Program Managers
Recommendation: None.
- 259 B. Legislative Update
Recommendation: None.
- 10. POOLED LIABILITY PROGRAM**
- 260 A. Status Report Regarding Liability Claims from Acclamation Insurance Management Services and Report by Litigation Manager
Recommendation: None.
- 299 B. Defense Attorney Cost Analysis
Recommendation: Staff recommends the Board review the information and provide direction.
- 301 *C. Review of Draft Resolution 01 2019-2020 Regarding the Establishment, Maintenance and Assignment of Approved Defense Counsel Panel
Recommendation: Staff and the Executive Committee recommend that the Board of Directors adopt Proposed Resolution 01 2019-2020 Establishment, Maintenance and Assignment of Approved Defense Panel.
- 319 *D. Review of Draft Resolution 02 2019-2020 Outlining the Guidelines of the Revised Litigation Management Guidelines
Recommendation: Staff and the Executive Committee recommend the Board approve Resolution No. 02 2019-2020 Outlining the Guidelines of the Revised Litigation Management Guidelines.
- 11. RISK CONTROL MATTERS**
- 369 *A. Update on the 2019/20 Risk Control Plan and Delivery of Services
Recommendation: None.
- 12. FINANCIAL MATTERS**
- 381 *A. June 30, 2019, Liability Program Dividend Calculation
Recommendation: Staff recommends monitoring equity development and reviewing the calculation again in October 2020.
- 385 *B. June 30, 2019, Workers' Compensation Program Dividend Calculation
Recommendation: Staff recommends monitoring equity development and reviewing the calculation again in October 2020.
- 389 *C. June 30, 2019, Pooled Property Program (PPP) Dividend Calculation
Recommendation: Staff recommends releasing a dividend in the PPP in the amount of \$727,188 to be returned to participating members in 2007/08 through 2010/11, with funds placed in the Member Contingency Fund to benefit affected members. Staff further recommends the formal closure of program years 2007/08 through 2010/11.

- 398 *D. Benchmarking Analysis
Recommendation: Staff recommends the Board receive and accept the Benchmarking Analysis.

13. ADMINISTRATIVE MATTERS

- 411 A. Response to Inoperable Traffic Signals
Recommendation: None.
- 414 B. Report on Employment Risk Management Authorities (ERMA) and Discussion Regarding Distribution of ERMA Dividends
Recommendation: None.
- 417 C. Appointment of Safety and Loss Prevention Committee and Governing Documents Committee Members
Recommendation: The President appoints Nancy Carlisle to the SLPC to fulfill the Public Works Representative vacancy. Further, members of the Board consider participating on the Governing Documents Committee.
- 420 *D. Review of Service Provider Evaluations
Recommendation: The Board provides additional feedback with regard to service provider performance, if warranted.

- 14. CLOSED SESSION** - Pursuant to Government Code Section 54956.95(a), The Board 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

Pritchard/Gilg v. Sausalito

Mason v. Redwood City

McClintock v. Berkeley

Saraswati v. Albany

Victor Delgado Espinoza v. Central Marin Police Authority, et al

Workers' Compensation Claims

Landis v. City of Larkspur

Moffitt v. City of Union City

- 15. REPORT FROM CLOSED SESSION** - Pursuant to Government Code Section 54957.1, The Board must report in open session any action taken, or lack thereof, in closed session.

16. ADMINISTRATOR'S REPORT

- 454 A. Report by Administrator
Recommendation: None.

17. 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. Board of Directors
- B. Staff

18. ADJOURNMENT

NOTICES:

- 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 Memorandum of Coverage Committee meeting will be held on Thursday, December 12, 2019, in Emeryville, CA.
- The next CARMA Board of Directors meeting will be held on Friday, January 10, 2019, in Santa Cruz, 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 ERMA Board of Directors meeting will be held on Thursday-Friday, February 6-7, 2020, in Santa Cruz, 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 BCJPIA Finance and Underwriting Committee meeting will be held on Tuesday, March 10, 2020, via Teleconference.
- The next LAWCX Board of Directors meeting will be held on Tuesday, June 2, 2020, 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 11, 2020, in Emeryville, CA.