

# BAY CITIES JOINT POWERS INSURANCE AUTHORITY

## EXECUTIVE COMMITTEE MEETING

### AGENDA

Thursday, December 10, 2020

10:30 a.m.

Via Zoom Teleconference

<https://zoom.us/j/2147099514?pwd=RW5VYVFRdmFVWVJ0M3ZWamlKTDNKZz09>

Meeting ID: 214 709 9514

Passcode: BCJPIA

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This meeting will be conducted by teleconferencing in accordance with the State of California Executive Order N-29-20.

Members of the public may participate in the meeting via Zoom or may listen to the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment. Public comments may be submitted in advance of the meeting by emailing Caroline Brush at [Caroline.brush@sedgwick.com](mailto:Caroline.brush@sedgwick.com) no later than 5 p.m. on Tuesday, December 8, 2020. If a member of the public would like to address the Committee during the meeting, the person may email Ms. Brush during the meeting and, if timely received, Ms. Brush will read or summarize the email to the Committee.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Caroline Brush at (916) 290-4629 or [Caroline.brush@sedgwick.com](mailto:Caroline.brush@sedgwick.com). 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. Please contact Caroline Brush at (916) 290-4629 or [Caroline.brush@sedgwick.com](mailto:Caroline.brush@sedgwick.com)

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|                    | <b>1. CALL TO ORDER</b>   |
|                    | <b>2. INTRODUCTIONS</b>   |
|                    | <b>3. APPROVAL OF AGENDA AS POSTED (OR AMENDED)</b>   |
|                    | <b>4. PUBLIC COMMENTS</b> - The Public may submit any questions in advance of the meeting by contacting Caroline Brush at: <a href="mailto:Caroline.brush@sedgwick.com">Caroline.brush@sedgwick.com</a> . 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 Committee member would like to discuss any item listed, it may be pulled from the Consent Calendar.

**6** \*A. Minutes from the August 20, 2020, Executive Committee Meeting

**9** \*B. Warrant Listings for the Period of October 1, 2020 – November 30, 2020

**10** \*C. Internal Financial Statements as of September 30, 2020

**18** \*D. Member Contingency Fund Balance as of September 30, 2020, With Interest

**19** \*E. Workers' Compensation Manager's Report

**21** \*F. Review of BCJPIA Conflict of Interest Code

**24** \*G. November 3, 2020, Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX) Board of Directors Meeting Staff Report: Draft Actuarial Report with 2021-2022 Funding Rates and Discussion of Confidence Level and Discount Rate

**30** \*H. November 3, 2020, Excerpt from LAWCX Board of Directors Meeting Staff Report: Review of Target Equity Policy, Dividends and Assessments

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

**6. COMMITTEE APPOINTMENTS**

**34** A. Appointments to the Governing Documents Committee

*Recommendation: Staff recommends the Committee confirm the President's appointments of Ms. Rowden and Mr. Tulloch to the Governing Documents Committee.*

**35 7. RISK CONTROL MATTERS**

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.*

**8. ADMINISTRATIVE MATTERS**

**36** \*A. Report from the Governing Documents Committee

*Recommendation: The Governing Documents Committee will provide recommendations to the Executive Committee, if any, at the meeting.*

**183** \*B. Acclamation Insurance Management Services (AIMS) One-Year Contract Extension

*Recommendation: The Executive Committee approve exercising the one-year extension to extend the contract through June 30, 2022.*

- 218 \*C. Innovative Claim Solutions (ICS) One-Year Contract Extension  
*Recommendation: The Executive Committee approve the proposed contract from ICS for a one-year extension through June 30, 2022.*
- 221 \*D. Bickmore Actuarial One-Year Contract Extension  
*Recommendation: The Executive Committee approve the letter of engagement from Bickmore Actuarial for 2021-22 funding rates.*

**9. FINANCIAL MATTERS**

- 226 \*A. Sausalito Appeal of Penalty Fees  
*Recommendation: The Executive Committee consider the waiver request from City of Sausalito and provide direction to staff.*

**10. ADMINISTRATOR'S REPORT**

- 232 A. Report by Administrator  
*Recommendation: None*

- 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.

**Workers' Compensation Claims**

Hughes v. City of Mill Valley

Milde v. City of Mill Valley

Rockwell v. Central Marin Police Authority

Vannetti v. City of Novato

- 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. 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, January 8, 2021 at TBD. 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 Thursday-Friday, February 11-12, 2021 in Napa, CA. The BCJPIA representative to the ERMA Board is Stuart Schillinger, City of Brisbane, and the Alternate is Heather Rowden, City of Albany.
- The Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX JPA) Board of Directors meeting will be on held Tuesday, June 1, 2021, at TBD. 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 Special Board of Directors meeting will be held on Tuesday, February 9, 2021, at TBD.
- The next BCJPIA Executive Committee meeting will be held on Thursday, April 1, 2021, at TBD.