

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

BOARD OF DIRECTORS MEETING

AGENDA

Tuesday, June 22, 2021

10:30 a.m.

Zoom Teleconference

<https://zoom.us/j/2147099514?pwd=RW5VYVFRdmFVWVJomM3ZWamlKTDNKZz09>

Meeting ID: 214 709 9514

Passcode: BCJPIA

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 no later than 5 p.m. on Monday, June 21, 2021. If a member of the public would like to address the Board 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 Board.

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. 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

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| <u>Page</u> | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |
| | 4. PUBLIC COMMENTS - The public may submit any questions in advance of the meeting by contacting Caroline Brush at: Caroline.brush@sedgwick.com . This time is reserved for members of the public to address the Board 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. |

* Reference materials attached with staff report.

5. **CONSENT CALENDAR** – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.
- 6 *A. Minutes from the April 1, 2021, Special Board of Directors Meeting
 - 10 *B. Warrant Listings for the Period of April 1, 2021, - May 31, 2021
 - 11 *C. Cash & Investment Report as of March 31, 2021
 - 38 *D. Internal Financial Statements as of March 31, 2021
 - 46 *E. Member Contingency Fund Balance as of March 31, 2021
 - 47 *F. Approval of Bylaws
 - 71 *G. Pooled Liability Program Master Program Document
 - 87 *H. Pooled Workers' Compensation Program Master Program Document
 - 105 *I. Pooled Property Program Master Program Document
 - 118 *J. Pooled Property Program Memorandum of Coverage for the 2021/22 Program Year
 - 126 *K. BCJPIA Scholarship Fund Reimbursement Log
 - 128 *L. Workers' Compensation Claims Oversight Report
 - 130 *M. Legislative Update
 - 134 *N. Workers' Compensation Utilization Review Changes
 - 138 *O. Resolution 01-2020/2021 Amending the Litigation Management Guidelines
 - 180 *P. Pooled Liability Memorandum of Coverage for the 2021/22 Program Year
Recommendation: Staff recommends the Board formally consider approval of the Consent Calendar as presented.
6. **COMMITTEE ELECTIONS AND APPOINTMENTS**
- 219 *A. Slate of Nominees for At-Large Executive Committee Members
Recommendation: The Nominating Committee recommends the Board approve the slate of nominees for the Executive Committee positions.
7. **PROGRAM UPDATES AND PRESENTATIONS**
- 230 *A. Update on 2020/21 Risk Control Service Delivery and Approval of 2021/2022 Risk Control Service Plan
Recommendation: The Board review and approve the BCJPIA Risk Control Plan for 2021/22.
 - 245 B. Presentation from Alliant Insurance Services – Program Renewals
Recommendation: None
8. **COVERAGE MATTERS**
- 246 A. Update on Excess Coverage Programs
Recommendation: None.
 - 249 *B. Changes to Auto Physical Damage (APD) Program for 2021/22 Program Year
Recommendation: Staff recommends the Board approve the 2020/21 Pooled APD Program Memorandum of Coverage and Pooled APD Master Program Document, as presented, per the recommendation from the Executive Committee of the program structure as outlined.

- 274 *C. Revisions to the Pooled Workers' Compensation Program Memorandum of Coverage Regarding Permanent Out-of-State Employees
Recommendation: The Executive Committee recommends the Board approve the 2021/22 Pooled Workers' Compensation Memorandum of Coverage, as presented.

9. FINANCIAL MATTERS

- 292 *A. Annual Review of Target Equity Policy and Equity Building Plan
Recommendation: The Executive Committee recommend the Board approve the Target Equity Policy as presented.
- B. Proposed Operating Budget for the 2021/22 Program Year
Recommendation: Staff and the Executive Committee recommend the Board approve the 2021/22 Proposed Budget pending final amounts for excess and purchased coverages.

10. ADMINISTRATIVE MATTERS

- 298 *A. Resolution No. 02-2020/2021 Establishing Meeting Dates for the 2021/22 Program Year
Recommendation: The Executive Committee recommends the Board approve Resolution 02-2020/2021, as presented.
- 303 B. Establishment of Ad Hoc Committee of the Board
Recommendation: None.

11. EXECUTIVE DIRECTOR'S REPORT

- 12. 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

Gilliland v. City of Pleasanton

Simmons v. City of Novato

AIG/Lexington Insurance v. City of Menlo Park

- 13. 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.

- 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 California Affiliated Risk Management Authorities (CARMA) Board of Directors meeting will be held on Monday, June 28, 2021 via Teleconference.
- The next BCJPIA Executive Committee meeting will be held on Thursday, August 12, 2021, via Zoom Teleconference.
- The next BCJPIA Safety and Loss Prevention Committee meeting will be held Thursday, August 12, 2021, via Zoom Teleconference.
- The next BCJPIA Board of Directors meeting will be held on Thursday, October 28, 2021, at the Silverado Resort in Napa, California.
- The next Employment Risk Management Authority (ERMA) Board of Directors meeting will be held on Monday, November 1, 2021, at location TBD.
- The next Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX JPA) meeting will be held on November 2, 2021, in Sacramento, CA. The BCJPIA representative to the LAWCX Board is Garret Toy, Town of Fairfax, and the Alternate is Lori Elefant, City of Emeryville.