

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, December 16, 2021

11:30 a.m.

Zoom Teleconference

<https://us06web.zoom.us/j/7591064785?pwd=NIBVUmZjM1psT0kzMkNNbWw2OW9zUT09>

Meeting ID: 759 106 4785

Password: Sedgwick

This meeting will be conducted by videoconference and teleconference in accordance with Government Code Section 54953(e).

Members of the public may participate in the meeting via Zoom or 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. If a member of the public would like to address the Board during the meeting, the person may speak when public comment is requested at the beginning of the meeting and during the discussion of each agenda item. Members of the public may also 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 should 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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| Page | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |

4. TELECONFERENCE MEETING AUTHORIZATION

- 5 *A. Authorization to Meet Via Teleconference Pursuant to Government Code Section 54953, Subdivision (e)(1)(C)
Recommendation: Consider finding a state of emergency remains active; and the legislative body has reconsidered the circumstances of the state of emergency; and the state of emergency continues to directly impact the ability of the members to meet safely in person.

5. **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 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.

6. CONSENT CALENDAR

If a Committee member would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 9 *A. Minutes from the October 28, 2021, Executive Committee Meeting
15 *B. Warrant Listings for the Period of October 1, 2021 – November 30, 2021
16 *C. Internal Financial Statements as of September 30, 2021
24 *D. Cash and Investment Report as of September 30, 2021
51 *E. Member Contingency Fund Balance as of September 30, 2021, With Interest
52 *F. Workers' Compensation Manager's Report
54 *G. November 2, 2021, 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
60 *H. November 2, 2021, 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.

7. ADMINISTRATIVE MATTERS

- 62 *A. Strategic Action Plan Update
Recommendation: Staff recommends the Executive Committee review the proposed amendments to the Strategic Action Plan and provide direction to staff.
- 67 *B. Draft Request for Proposals of Financial Auditor Services
Recommendation: Staff recommends the Committee review and approve the RFP and requests confirmation regarding the selection of firms to receive the RFP.
- 75 *C. Process for Request for Proposals of Workers' Compensation TPA Services
Recommendation: Staff does not have a recommendation on this item due to a potential conflict of interest in the selection of a Workers' Compensation Third Party Administrator.

NOTICES:

- The next California Affiliated Risk Management Authorities (CARMA) Board of Directors meeting will be held on Friday, January 6, 2022 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 BCJPIA Special Board of Directors meeting will be held on Wednesday, January 19, 2022, at TBD.
- The next Employment Risk Management Authority (ERMA) Board of Directors meeting will be held on Thursday, February 10, 2022 in Santa Cruz, 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 7, 2022, at TBD. The BCJPIA representative to the LAWCX Board is Ruben Martin, Central Fire Marin Authority, and the Alternate is Lori Elefant, City of Emeryville.