

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, August 17, 2023

9:00 a.m.

Via Zoom Teleconference

[Zoom Link](#)

Meeting ID: 810 6033 0037

Passcode: 041003

All portions of this meeting will be conducted by teleconference in accordance with Government Code Section 54953(b). The teleconference meeting locations are as follows:

- CITY OF BERKELEY: 2180 Milvia Street, Berkeley, CA 94704
- CENTRAL MARIN FIRE AUTHORITY: 250 Doherty Drive, Larkspur, CA 94939
- TOWN OF CORTE MADERA: 300 Tamalpais Dr. Corte Madera, CA 94925
- CITY OF LARKSPUR: 400 Magnolia Avenue, Larkspur, CA 94939
- CITY OF LOS ALTOS: 1 N. San Antonio Road, Los Altos, CA 94022
- CITY OF PLEASANTON: 123 Main Street Pleasanton, CA 94566

Each location is accessible to the public, and members of the public may address the Board from any teleconference location.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact John Burdette at (916) 367-2147 or John.burdette@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 John Burdette at (916) 367-2147 or John.burdette@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 John Burdette at: John.Burdette@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. |

5. MEMBER UPDATES

- A. Update on BCJPIA Officer, Committee, and Representative Vacancies
Recommendation: Appoint Marc Shapp, City of Berkeley, to the Executive Committee on an interim basis until the October 27, 2023, Board meeting.

6. CONSENT CALENDAR

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

- *A. Minutes of the April 27, 2023, Executive Committee Meeting
- *B. Warrant Listings for the Period of April 1, 2023 – July 31, 2022
- *C. Cash & Investment Report as of June 30, 2023
- *D. Internal Financial Statements as of June 30, 2023
- *E. Member Contingency Fund Balance as of June 30, 2023
- *F. CARMA E-Brief – April 2023
- *G. ERMA April Summary of Action Items
- *H. Workers' Compensation Legislative Update
Recommendation: Staff recommends the Committee approve the Consent Calendar as presented.

7. ADMINISTRATIVE MATTERS

- *A. Format of the October 26, 2023, Strategic Planning Session
Recommendation: Provide direction to staff to work with President to finalize the format, agenda, and details for the Strategic Planning Session.
- *B. Review of Members that Qualify for the Member Assistance Program Per Resolution 02-2022/23
Recommendation: The Executive Committee review the information and provide a recommendation to the Board of Directors for members to participate in the assistance program for 2023/24.
- *C. Discussion of Use of LAWCX Funds For 2023/24
Recommendation: Staff recommends the Executive Committee approve utilizing LAWCX Risk Control funds to cover the cost of the training session.

8. FINANCIAL MATTERS

- *A. Discussion Regarding the Distribution of ERMA Dividends
Recommendation: Staff recommends the Executive Committee approve placing the ERMA dividends in the Member Contingency Fund.
- *B. Discussion Regarding the Use of Surcharges vs. Experience Modification Factors
Recommendation: Staff recommends the Executive Committee consider the aspects of implementing a loss expense surcharge and its impact on pool membership.

- *C. Discussion Regarding the Use of Actual Payroll vs. Estimated Payroll for the Budget
Recommendation: Staff recommends the Executive Committee discuss and consider the benefits of implementing the use of actual payroll data in the annual contribution calculation.

9. LIABILITY PROGRAM MATTERS

- *A. Proposed Changes to the BCJPIA Pooled Liability Program Memorandum of Coverage (MOC) for 2023/24
Recommendation: Staff recommends the Committee review the approved changes in the 2023/24 MOC and provide direction to staff regarding the 2024/25 MOC.
- *B. CARMA Aggregate Limits for Inverse Condemnation Claims
Recommendation: Staff recommends the Executive Committee discuss and provide a recommendation 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

Frankel v. Central Marin Fire Authority
Rose v. City of Larkspur
Loveland Commons LLC v. City of Mill Valley
Bowers v. City of Pleasanton
Holloway v. City of Pleasanton
Tashima v. City of Pleasanton
Kucharewski v. City of Pleasanton
Gilliland v. City of Pleasanton
Denend v. City of Redwood City
Delfs and Lu v. City of Redwood City
Selner v. City of Redwood City
Villa Montgomery Apartments v. City of Redwood City
Portje v. City of Sausalito

Workers' Compensation Claims

Cron v. City of Fairfax
Saenz v. City of Sausalito

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.

11. EXECUTIVE DIRECTOR'S REPORT

- A. Report by Executive Director
Recommendation: None

12. 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

13. ADJOURNMENT

NOTICES:

- The next California Affiliated Risk Management Authorities (CARMA) Board of Directors meeting will be held Monday, September 25, 2023, Via Zoom Teleconference.
- The next BCJPIA Board of Directors meeting will be held on Thursday, October 26, 2023, at the Silverado Resort in Napa, CA.
- The next Employment Risk Management Authority (ERMA) Board of Directors meeting will be held on Monday, November 6, 2023, in Sacramento, CA. The BCJPIA Alternate representative to the ERMA Board is Jon Maginot, City of Los Altos.
- The next Local Agency Workers' Compensation Excess JPA (LAWCX) Board of Directors meeting will be held on Tuesday, November 7, 2023, Via Zoom Teleconference.
- The next BCJPIA Executive Committee meeting will be held on Thursday, December 14, 2023, via Zoom teleconference.