

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Wednesday, August 20, 2025

9:00 a.m.

Via Zoom Teleconference
[Zoom Link](#)

Meeting ID: 867 0265 7526

Passcode: 036362

All portions of this meeting will be conducted via Zoom in accordance with Government Code Section 54953(b). Each location is accessible to the public, and members of the public may address the Committee from any teleconference location. The teleconference meeting locations are as follows:

- CENTRAL MARIN FIRE AUTHORITY: 342 Tamalpais Drive, Corte Madera, CA 94925
- CITY OF BERKELEY: 2180 Milvia Street, Berkeley, CA 94704
- CITY OF MILL VALLEY: 26 Corte Madera Avenue, Mill Valley, CA 94941
- 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
- CITY OF SAN ANSELMO: 525 San Anselmo Avenue, San Anselmo, CA 94960

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) 244-1169 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) 244-1169 or John.Burdette@sedgwick.com

Page **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. 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 April 17, 2025, Executive Committee Meeting

16 *B. Warrant Listings for the Months of April – July 2025

17 *C. Cash & Investment Report as of June 30, 2025

45 *D. Internal Financial Statements as of June 30, 2025

51 *E. Member Contingency Fund Balance as of June 30, 2025

52 *F. CARMA E-Brief for April & June 2025

53 *G. Workers' Compensation Timely Injury Reporting

54 *H. Workers' Compensation Legislative Update

58 *I. New Board Members for:

- Los Altos, Irene Barragan
- Livermore Pleasanton Fire Department, Julie Harryman and Wes Cheung
- Piedmont, Kiran Bawa
- Brisbane, Christina Fernandez

Recommendation: Staff recommends the Committee formally consider approval of the Consent Calendar as presented.

6. MEMBER MATTERS

62 *A. Appeal from the City of Union City for Denied Auto Physical Damage (APD) Claims

Recommendation: Discuss and consider the City's request for coverage on the eight denied Auto Physical Damage Claims.

7. RISK CONTROL MATTERS

74 A. Discussion of Use of LAWCX Funds for 2025/26 Program Year

Recommendation: Staff recommends the Committee approve applying the \$2,000 LAWCX Risk Management Fund to hold a virtual training by Mr. Hector Alvarez on First Amendment Audits and Verbal Judo.

75 *B. 2025/26 Risk Control Service Delivery Update

Recommendation: Provide direction to staff, if needed.

8. ADMINISTRATIVE MATTERS

87 *A. Review of Application from Town of Atherton to join BCJPIA's Workers' Compensation Program and Discussion Regarding Accepting New Members Mid-Year

Recommendation: Review and provide a recommendation to the Board of Directors.

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105 B. Review of the October 23-24, 2025, Annual Meeting Agenda
Recommendation: Provide direction to staff to work with the President to finalize the format, agenda, and details for the Annual Meeting.

106 *C. Annual Review of Members that Qualify for the Member Assistance Program Per Resolution 02-2022/23
Recommendation: Staff recommends the Committee review the Target Performance Standards and provide direction, if needed.

120 *D. Strategic Plan Update
Recommendation: Provide direction to staff regarding BCJPIA's website.

9. GOVERNING DOCUMENTS

123 *A. Review of BCJPIA Governing Documents
Recommendation: Review 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

Campagna v. City of Berkeley
Hart & Hart v. City of Redwood City
Sanchez v. City of Berkeley
Doe v. City of Novato

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to Section 54956.9(d)(4): One Potential Case

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

* Reference materials attached with staff report.

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NOTICES:

- The next CARMA Board of Directors Meeting will be held on Thursday, September 25, 2025, via Zoom. The BCJPIA representative to the CARMA Board is Dan Schwarz, City of Larkspur, and the alternate is Todd Cusimano, City of Mill Valley.
- The next BCJPIA Strategic Planning Session and Board of Directors Meeting will be held Thursday and Friday, October 23-24, 2025. Location: Dream Inn, 175 W Cliff Dr., Santa Cruz, 95060
- The next LAWCX Board of Directors Meeting will be held on Tuesday, November 4, 2025, via Zoom. The BCJPIA representative to the LAWCX Board is Ruben Martin, Central Marin Fire Authority, and the alternate is Adam Wolff, Town of Corte Madera.
- The next ERMA Board of Directors Meeting will be held Tuesday, March 10, 2026, via Zoom. The BCJPIA representative to the ERMA Board is Jason Castleberry, City of Union City, and the alternate is Carolina Yuen, City of Brisbane.