

BAY CITIES JOINT POWERS INSURANCE AUTHORITY

EXECUTIVE COMMITTEE MEETING

AGENDA

Thursday, December 11, 2025

9:00 a.m.

Via Zoom Teleconference

[Zoom Link](#)

Meeting ID: 819 1917 4365

Passcode: 480539

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.

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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, 2025, Executive Committee Meeting
- 16 *B. Minutes from the September 11, 2025, Special Executive Committee Meeting
- 20 *C. Warrant Listings for the Months of October and November 2025
- 21 *D. Cash and Investments Report for Quarter Ended June 30, 2025
- 49 *E. Cash and Investments Report for Quarter Ended September 30, 2025
- 78 *F. Member Contingency Fund as of September 30, 2025
- 79 *G. Internal Financial Statements as of September 30, 2025
- 85 *H. Risk Management Grant Fund as of September 30, 2025
- 86 *I. Workers' Compensation Manager's Report
- 88 *J. Cyber Assessment Status Report
- 89 *K. Goods & Services Executed Agreement

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

6. FINANCIAL MATTERS

- 104 *A. Update on Captive Feasibility Study

Recommendation: None.

7. ADMINISTRATIVE MATTERS

- 105 A. Location Options for 2026 Annual Board Meeting
Recommendation: Staff is seeking direction from the Committee regarding the hotel selection for the 2026 Annual Board Meeting.
- 106 *B. Consideration of Proposed Renewal Contract from Acclamation Insurance Management Services (AIMS)
Recommendation: Staff recommends the Executive Committee recommend approval of the proposed Amendment One between AIMS and BCJPIA for Claims Administration Services for the term of July 1, 2026, through June 30, 2028.

- 109 *C. Approval of Defense Counsel Rates
Recommendation: Staff recommends that the Executive Committee Adopt Attachment E to the Litigation Management Guidelines setting for a "do not exceed" rate for general liability matters from \$255 per hour to \$280 per hour for Partners/Shareholders, and setting "do not exceed" rates for Associate Attorneys at \$258 per hour, and Paralegal/Law Clerks at \$154 per hour.

For Police, Civil Rights, and Complex/High Exposure matters, the "do not exceed" rate shall be \$313.50 per hour for partners and shareholders, \$275 per hour for associates, and \$201.50 per hour for paralegals and law clerks.

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8. **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

Menda v. City of Berkeley
Sanchez v. City of Berkeley
Doe v. City of Novato
Gilliland v. City of Pleasanton
Hart v. City of Redwood City
Powelson v. City of Sausalito

Workers' Compensation Claims

Hill v. City of Novato

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.

9. EXECUTIVE DIRECTOR'S REPORT

- A. Report by Executive Director
Recommendation: None.

10. 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

11. ADJOURNMENT

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NOTICES:

- The next CARMA Board of Directors meeting will be held Friday, January 16, 2026, Location: TBD. 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 Board of Directors Meeting will be held on Thursday, February 12, 2026, via Zoom.
- The next ERMA Board of Directors meeting will be held Monday, March 9, 2026. Location: Napa Valley Marriot Hotel & Spa, 3425 Solano Ave, Napa, CA 94588. The BCJPIA Representative to the ERMA Board is Jason Castleberry, City of Union City, and the alternate is Carolina Yuen, City of Brisbane.
- The next BCJPIA Executive Committee meeting will be held on Thursday, April 16, 2026, via Zoom.
- The next LAWCX Board of Directors meeting will be held on Tuesday, June 2, 2026. Location: Sacramento. The BCJPIA representative to the LAWCX Board is Ruben Martin, Central Marin Fire Authority, and the alternate is Adam Wolff, Town of Corte Madera.