

Member Cities

- Capitola
- Del Rey Oaks
- Gonzales
- Greenfield
- Hollister
- King City
- Marina
- Sand City
- Scotts Valley
- Soledad

AGENDA

JPA: MBASIA
**Long Range Planning & Strategic Planning Session;
 Board of Directors Meeting**

DATES/TIMES: Thursday, November 29, 2018 at 9:30 AM
 Friday, November 30, 2018 at 8:30 AM

LOCATION: Monterey Plaza Hotel & Spa
 400 Cannery Row
 Monterey, CA 93940
 Meeting Room: Ocean Club

LEGEND:

- A – Action may be taken
- I – Information
- 1 – Included
- 2 – Handout
- 3 – Separate
- 4 – Verbal

In accordance with the requirements of the Brown Act, notice of this meeting must be posted in publicly accessible places, 72 hours in advance of the meeting, in each of the member agencies involved.

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant Insurance Services at (415) 403-1400, 24 hours in advance of the meeting. Access to some buildings may require routine provision of identification to building security. However, MBASIA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

TAB A. CALL TO ORDER

B. ORAL COMMUNICATIONS & PUBLIC COMMENTS (I)
 4 The public is invited at this point to address the Board on issues of interest to them.

1 C. LONG RANGE PLANNING
 The Board will enter into the Long Range Planning portion of the Agenda.

1. INTRODUCTIONS AND EXPECTATIONS
 The Members of MBASIA will take a few minutes to introduce themselves to each other and take this opportunity to ask questions about MBASIA and share any expectations of today’s meeting.

2 Estimated Start Time: 2. PRESENTATIONS (I)

9:45 AM	A. MBASIA’s Financials Brett Miller and Conor Boughey will provide a quick update on the Financial standing of MBASIA.
10:00 AM	B. Regional Litigation Update Vince Hurley will update on regional litigation affecting municipalities.
10:30 AM	C. Workers Compensation Regional Trends and Issues Mark Hannah, from Witzig, Hannah, Sanders & Reagan, LLP will provide the Board information about Workers Compensation regional trends and issues.
11:00 AM	D. Terminating the Employee Relationship Che Johnson, Liebert Cassidy Whitmore will present to the Board on matters pertaining to employment practices.

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TAB	11:30 AM	E. MBASIA’s Liability Claim Trends <i>Ken Maiolini will discuss MBASIA’s Liability Claims.</i>
	12:00 PM	Lunch
	12:30 PM	F. Concern Employee Assistance Program <i>Karla Amador Lum-Lung will speak about the Concern Employee Assistance Program to refresh Members on available services offered by the Program and ‘Luma’, their new digital platform and service model.</i>
	1:00 PM	G. CSAC EIA Services Presentation <i>Rick Brush, CSAC EIA’s Member Services Officer will provide a presentation about new services CSAC EIA provides.</i>
	1:30 PM	H. Target Solutions <i>Tomasita Butler will give a demo of the Target Solutions website and training available to the MBASIA members.</i>
	2:00 PM	I. Workers’ Compensation Program Trends and Revenue Presentation <i>Lynn Cavalcanti and Mark Denison will provide a revenue presentation on MBASIA’s Workers’ Compensation program.</i>
	2:30 PM	J. 2019 State of the Insurance Market Report <i>Alliant will provide a report on the State of the Insurance Market.</i>
	3:00 PM	Break

- 3** 3:15 PM **3. STRATEGIC PLANNING** (A)
The Board will discuss and review the following agenda items and may develop a recommendation or take action under agenda item D.3.c. of the Board of Director’s Agenda.
- 1 A. Actuarial Rates and Confidence Level
 - 1 B. Auto Physical Damage Coverage Comparison between APIP and AMVP
 - 1 C. Workers’ Compensation Budget Review
 - 1 D. Liability Budget Review
 - 1 E. Dividend Program Development
- 4** 4 **4. SERVICE PROVIDER REVIEW** (A)
Members were asked to complete an online survey on their satisfaction with the below contractors. The results of the survey will be discussed by the Board.
- A. Review of Contractors
 - 1. Workers’ Compensation Legal Services (Witzig, Hannah)
 - 2. Liability Legal Services (ERMA, Liebert Cassidy Whitmore, Jackson Lewis)
 - 3. Actuary (Bay Actuarial)
 - 4. Ergonomic Services (Excel Managed Care)
 - 5. Workers’ Compensation Administrator (AIMS)
 - 6. Liability Third Party Administrator (RMS)
 - 7. Program Administrators and Broker (Alliant)

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5. BOARD OF DIRECTOR'S AGENDA

A. CALL TO ORDER

B. CONSENT CALENDAR (A)

1 The Board may take action on the items below as a group. A member may request an item be withdrawn from the Consent Calendar for discussion and action.

1-11

1) Approval of Minutes – June 18, 2018 Board of Directors Meeting

12-13

2) Approval of Minutes – September 25, 2018 Special Board of Directors Meeting

14-15

3) Service Calendar & Status of Deliverables

The Program Administrators will provide an informational report on the status of ongoing action items.

16-21

4) Bills and Correspondence

a) Ratification of Disbursements

i. Month Ending June 30, 2018

ii. Month Ending July 31, 2018

iii. Month Ending August 31, 2018

iv. Month Ending September 30, 2018

v. Month Ending October 31, 2018

C. ORAL COMMUNICATIONS & PUBLIC COMMENTS (I)

The public is invited at this point to address the Board on issues of interest to them.

D. BOARD OF DIRECTOR'S REPORTS

1) **COMMITTEE REPORTS**

a) Executive and Finance Committee

The Executive and Finance Committee may give a verbal report in addition to discussing the following items: None

22-25

1 b) Safety Committee

The Safety Committee may give a verbal report in addition to discussing the following items:

1. Safety Grant Funds (A)

Safety Grant Funds are allocated every year per for various safety-related uses pending Safety Committee Approval. Members will discuss the current status of the Safety Grant Funds, and may take action or give direction.

26-36

1 c) Coverage and Claims Committee

The Coverage and Claims Committee may give a verbal report in addition to discussing the following items:

1. Summary of Coverage (I)

A Summary of Coverage is provided annually as an easy reference guide to see purchased coverage at a glance.

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- 2) **UNFINISHED BUSINESS**
- 37-61 1 a) Del Rey Oaks Police Department Expansion of Services to the Monterey Airport – Additional Premium (A)
The Board will discuss Del Rey Oaks Police Department's expansion of services to the Monterey Airport, effective October 1, 2018 and to determine the appropriate methodology to apply additional premium. Action may be taken or direction given.
- 62 1 b) City of Greenfield Fire Department – Additional Premium Update (A)
An update will be given to the Board regarding the methodology used to apply additional premium for the expansion of the Greenfield Fire Department effective July 1, 2018. Action may be taken or direction given.
- 63-69 1 c) Liability Memorandum of Coverage Underlyer (A)
Members will discuss whether a Liability Memorandum of Coverage Underlyer is appropriate for MBASIA and may take action or provide direction.
- 3) **NEW BUSINESS**
- 70 1 & 3 a) Review of Items Discussed at Long Range Planning (A)
Members will review the following discussion points of the Long Range Planning session and may take action to assign tasks to Committees or give direction.
1. Actuarial Rates and Confidence Level
 2. Auto Physical Damage Coverage Comparison between APIP and AMVP
 3. Workers' Compensation Budget Review
 4. Liability Budget Review
 5. Dividend Program Development
- TIME CERTAIN FRIDAY, NOVEMBER 29, 2018 AT 9:00 AM**
- 71-102 1 b) MBASIA's Financial Audit (A)
Charles Raibley of Crowe LLP will present the draft FY 17-18 Financial Audit. Members may then take action or give direction.
- 103-121 1 c) CSAC EIA Workers Compensation Claims Audit of AIMS (I)
Members will receive the WC Claims Audit of MBASIA's WC TPA, AIMS.
- 122-138 1 d) Report from Police Risk Management Committee September 5, 2018 Meeting (A)
The Program Administrators will provide feedback about the Police Risk Management Committee meeting. Action may be taken or direction given.
- 139-142 1 e) CAJPA Membership (A)
The Board will discuss becoming a member of CAJPA. Action may be taken or direction given.

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143-144 1 f) Excess Workers' Compensation Renewal (I)
Members of this program will receive information and may have a discussion or give direction.

4) **LOSS REPORT** (A)

CLOSED SESSION – Pursuant to Gov't Code 54956.95

Members will review the following Items:

3 a) Workers' Compensation Administrator's Report
The Workers' Compensation TPA may provide a report on current claims.

i. Workers' Compensation: Settlement Future Medical Claims Project

3 b) Liability Third Party Administrator's Report
Ken Maiolini from RMS will provide a closed session report.

i. Ramirez v. Capitola

ii. Smith v. Capitola

iii. Welles v. Capitola

iv. Villareal v. Gonzales

v. Brown v. Greenfield

vi. Fontes v. Greenfield

vii. Steinman v. Greenfield

viii. Lua et al v. Hollister

ix. Serrano v. Hollister

x. Gracia (tow matter) v. King City

xi. Osequera v. King City

xii. Seaside High School matter v. Sand City

xiii. Beam v. Scotts Valley

xiv. Kenyon v. Scotts Valley

RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS

E. PROGRAM ADMINISTRATOR'S REPORT

145-155 1 1) MBASIA Exposures and Coverages Review (I)
The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.

F. CORRESPONDENCE / INFORMATION (I)

156 1 1) Next Two Board Meetings & ERMA Training Schedule

157-172 1 2) PARMA Conference Information

G. GENERAL RISK MANAGEMENT ISSUES (I)

4 Subjects that are of interest to members: please bring 15 copies of any materials.

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1 6. RESOURCES

- A. JPA Agreement and Bylaws
- B. 2018 Liability Memorandum of Coverage
- C. 2018 Workers' Compensation Memorandum of Coverage
- D. 2018 Liability Actuarial Study
- E. 2018 Workers' Compensation Actuarial Study
- F. IRIC Manual

ADJOURNMENT

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