

Member Cities

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

AGENDA

JPA: MBASIA Board of Directors Meetings

DATES/TIMES: Monday, June 13, 2011 at 9:30 AM

LOCATION: City of Sand City
1 Sylvan Way
Sand City, CA 93955
Room: Council Chambers

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.

PAGE **A. CALL TO ORDER**

B. CONSENT CALENDAR (A)

1) Approval of Minutes – April 11, 2011 Board of Directors

Members will review these minutes and may take action to approve or amend.

2) Transition Milestone Report

Alliant will provide an informational report on the status of transition.

3) Bills and Correspondence

a) Ratification of Disbursements

i. March 1, 2011 – May 13, 2011

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 DIRECTORS

1) UNFINISHED BUSINESS

a) Financial Audit as of June 30, 2010 (A)

The Treasurer will update the Board on the status of the June 30, 2010 Financial Audit. The Board may take action or give direction.

b) Financial Auditor RFP (A)

The Treasurer will update the Board on the status of issuing a RFP for Financial Audit Services.

2) 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

b) **Safety Committee** (A)

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

1. Safety Inspections Request for Proposal

The Board will review the Safety Inspection RFP, proposals and the Safety Committees recommendation and will take action to enter into an agreement with one of the proposing firms, or give direction.

2. Return to Duty Program
The safety committee will report on direction given regarding Return to Duty Programs at Member Agencies and action may be taken.
3. Workers Compensation Loss Reporting
Members will review the types of reporting systems from JT2 Integrated Services and may take action or give direction
- c) **Coverage and Claims Committee** (A)
The Coverage and Claims Committee may give a verbal report.
 1. Report from the May 23, 2011 Committee Meeting
The Coverage and Claims Committee meeting will give a verbal report on the action taken at the May 23, 2011 Committee Meeting
 2. Liability Claims Settlement Authority Policy and Procedure
The Board will review the proposed changed to the Liability Claims Settlement Authority Policy and Procedure and may take action or give direction.
- d) **Ad Hoc Budget Committee Meeting** (A)
The Ad Hoc Budget Committee may give a verbal report.
 1. Draft Liability Budget
Members will review the draft version of the proposed Liability Budget and may take action or give direction.
 2. Draft Workers Compensation Budget
Members will review the draft version of the proposed Workers Compensation Budget and may take action or give direction.
- 3) **NEW BUSINESS**
 - a) PY 2011-12 Calendar of Meetings (A)
Members will review the draft calendar of meetings and may take action or give direction.
 - b) City of King City Loan Agreement (A)
The Board will review the recommendation of the Ad Hoc Budget Committee and may take action regarding the proposed Loan between MBASIA and the City of King City
 - c) City of Greenfield Loan Agreement (A)
The Board will review the recommendation of the Ad Hoc Budget Committee and may take action regarding the proposed Loan between MBASIA and the City of Greenfield
 - d) ERMA Membership Documents (A)
The Board will review the membership documents provided by ERMA and may take action to enter into the agreements, or give direction.
- 4) **LOSS REPORT** (A)
Members will review the following Items:
 - a) Workers' Compensation Administrator's Report
Janet Kirkpatrick from JT2, MBASIA's Workers Compensation TPA, will provide a report on current claims status.

CLOSED SESSION – Pursuant to Gov't Code 54956.95

Members will review the following Closed Session Items

- b) Liability Third Party Administrator's Report
Ken Maiolini from RMS, MBASIA's Liability TPA, may provide a report on pending claims.

RECONVENE - DISPOSITION OF CLOSED SESSION ITEMS

E. PROGRAM ADMINISTRATORS REPORT

- None

F. CORRESPONDENCE / INFORMATION

(I)

- 1) Board of Directors Meeting Schedule & Liebert Cassidy Training Schedule

4 G. GENERAL RISK MANAGEMENT ISSUES

(I)

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

ADJOURNMENT

Member Cities

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