

**Member Cities**

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

## AGENDA

**JPA:** MBASIA  
**Strategic Planning;**  
**Board of Directors Meeting**

**DATES/TIMES:** Thursday, November 3, 2022 at 9:30 AM  
 Friday, November 4, 2022 at 9:00 AM

**LOCATION:** Casa Munras  
 700 Munras Ave  
 Monterey, CA 93940  
 Room: Marbella

**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. ORAL COMMUNICATIONS & PUBLIC COMMENTS (I)**

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

**C. STRATEGIC PLANNING**

1 *The Board will enter into the Strategic Planning portion of the agenda.*

**1. INTRODUCTIONS / ICE BREAKERS 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.*

*Estimated Start Time:*

**2. PRESENTATIONS & FINANCIAL PLANNING (I)**

8-33	9:45 AM	<b>A. MBASIA Program Summary of Coverage</b> <i>Conor Boughey will provide a summary about MBASIA's program.</i>
34-55	10:00 AM	<b>B. PRISM Services</b> <i>Maria Williams will present to the Board about PRISM Services.</i>
56-71	10:30 AM	<b>C. MBASIA's Financials</b> <i>Conor Boughey and Brett Miller will provide a quick update on the financial standing of MBASIA.</i>
	10:45 AM	<b>Break</b>
72-127	10:55 AM	<b>D. 2022 State of the Insurance Market Report &amp; Cyber Security Standards</b> <i>Conor Boughey will provide a report on the State of the Market and Cyber Security Standards.</i>

# MBASIA

## Monterey Bay Area Self Insurance Authority

c/o Alliant Insurance Services  
 560 Mission Street, 6<sup>th</sup> Floor  
 San Francisco, CA 94105  
 (415) 403-1400

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128-136	11:10 AM	<b>E. MBASIA's Liability Claim Trends</b> <i>George Hills, MBASIA's Liability Claims Administrators will discuss with the Board MBASIA's liability claim trends.</i>
137-155	11:30 AM	<b>F. Liability Claims Process and Obtaining Best Outcomes</b> <i>George Hills, MBASIA's Liability Claims Administrator will provide information on the claims process and how to obtain the best outcomes.</i>
	12:00 PM	<b>Lunch</b>
156-158	12:30 PM	<b>G. Liability Funding and Structure</b> <i>The Board will discuss the liability program's funding and structure and may take action on agenda item E.3.a. of the Board of Director's Agenda or provide direction.</i>
159-160	1:00 PM	<b>H. Excess Coverage Providers CARMA, ERMA, PRISM</b> <i>MBASIA will discuss its participation with the excess coverage providers. Action may be taken under agenda item E.3.a. of the Board of Director's Agenda or direction given.</i>
161-171	1:30 PM	<b>I. Workers' Compensation Claims Trends and Updates</b> <i>MBASIA's Workers' Compensation Claims Administrators will discuss with the Board MBASIA's claim trends.</i>
172-173	2:00 PM	<b>J. Workers' Compensation Funding and Structure</b> <i>The Board will discuss the workers' compensation program's funding and structure. Action may be taken under agenda item E.3.a. of the Board of Director's Agenda or direction given.</i>
	2:30 PM	<b>Break</b>
174-176	2:40 PM	<b>K. Loss Control and Safety Efforts</b> <i>The Board will discuss additional loss control and safety efforts.</i>
177-217	3:10 PM	<b>L. Insurance Requirements in Contracts 2022 Update</b> <i>Marcus Beverly will walk through the resources available in the IRIC manual.</i>
218-219	3:40 PM	<b>M. Service Provider Contracts</b> <i>The Board will review its Service Provider Contracts and may take action on agenda item E.3.a. of the Board of Director's Agenda or provide direction.</i>

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4:10 PM

### 3. SERVICE PROVIDERS REVIEW

(A)

*Members were asked to provide feedback of their satisfaction with the following Service Providers. The Board will have a roundtable discussion.*

4

1. Workers' Compensation Legal Services (Witzig, Hannah, Sanders & Reagan, LLP; Laughlin Falbo, Levy & Moresi, LLP; Michael Sullivan & Associates, LLP)
2. Liability Legal Services (ERMA, Liebert Cassidy Whitmore, Jackson Lewis; Ford, Walker, Haggerty & Behar, LLP; Kaufman Dolowich & Voluck, LLP; Skane Mills; Burke, Williams & Sorensen, LLP; Bertrand, Fox, Elliot Osman & Wenzel, Gibbons & Conley)
3. Financial Consultants: Financial Auditor (Crowe), Actuary (Bay Actuarial), Long Term Investment Advisor (Chandler)
4. Loss Control: Ergonomic Services (Worksite International) Sidewalks (Precision Concrete Cutting)
5. Workers' Compensation Claims Administrator (AIMS)
6. Liability Claims Administrator (George Hills)
7. Program Administrators and Broker (Alliant)

**4. BOARD OF DIRECTORS MEETING AGENDA**  
**FRIDAY, NOVEMBER 4, 2022 AT 9:00 AM**

**A. CALL TO ORDER**

**PAGE**

**B. ORAL COMMUNICATIONS & PUBLIC COMMENTS (I)**

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

**C. 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.*

- |                |   |
|----------------|---|
| <b>220-233</b> | 1) Approval of Minutes – June 13, 2022 Board of Directors Meeting           |
| <b>234-235</b> | 2) Approval of Minutes – July 26, 2022 Special Board of Directors Meeting   |
| <b>236-238</b> | 3) Approval of Minutes – October 3, 2022 Special Board of Directors Meeting |
| <b>239-240</b> | 4) Service Calendar & Status of Deliverables                                |
| <b>241</b>     | 5) Bills and Correspondence   |
|                | a) Ratification of Disbursements  |
| <b>242-243</b> | i. Month Ending May 31, 2022  |
| <b>244-245</b> | ii. Month Ending June 30, 2022  |
| <b>246-247</b> | iii. Month Ending July 31, 2022   |
| <b>248</b>     | iv. Month Ending August 31, 2022  |
| <b>249-250</b> | v. Month Ending September 30, 2022  |
|                | 6) Evidence of Coverage and Disclosure:                                     |
| <b>251</b>     | i. Alliant Property Insurance Program (APIP)                                |
| <b>252-253</b> | ii. Alliant Crime Insurance Program (ACIP)                                  |
| <b>254-255</b> | iii. Alliant Public Pool Liability (APPL)                                   |
| <b>256</b>     | iv. Excess Cyber  |

**D. GENERAL RISK MANAGEMENT ISSUES (I)**

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

**E. 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:*

1. None

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- |         |       |  |  |
|---------|-------|--|--|
|         |       | <p>b) Safety Committee<br/> <i>The Safety Committee may give a verbal report in addition to discussing the following items:</i></p>  |  |
| 257-259 | 1     | <p>1. Safety Grant Funds (A)<br/> <i>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.</i></p>  |  |
| 260-261 | 1 & 3 | <p>2. Status Update from Precision Concrete Cutting (A)<br/> <i>Joseph Ortega will provide the Board a status on the progress of the projects that Precision is working on with the Cities' Public Works Departments. Action may be taken or direction given.</i></p>  |  |
|         |       | <p>c) Coverage and Claims Committee<br/> <i>The Coverage and Claims Committee may give a verbal report in addition to discussing the following items:</i></p>  |  |
| 262-276 | 1     | <p>1. Proposed Changes: Settlement Authority Policy and Procedure and Defense Counsel Panel (A)<br/>         i. Liability<br/>         ii. Workers' Compensation<br/> <i>Members will review the proposed changes to the Policy and Procedure and Defense Panel. Action may be taken or direction given.</i></p>   |  |
|         |       | <p>2) UNFINISHED BUSINESS</p>  |  |
| 277-308 | 1     | <p>a) Liability Claims Administrator Proposed Contract (A)<br/> <i>The Board will review the proposed contract with George Hills, the Liability Claims Administrator. Action may be taken or direction given.</i></p>  |  |
| 309-351 | 1     | <p>b) Chandler Investment Update of Transfers (A)<br/> <i>The Board will review the recent transfers and consider additional transfers from short term to long term investments accounts. Action may be taken or direction or given.</i></p>   |  |
| 352     | 1     | <p>c) Next Year's Strategic Planning Frequency &amp; Location (A)<br/> <i>The Board will discuss the frequency and location of next year's Strategic Planning and may take action or provide direction.</i></p>  |  |
|         |       | <p>3) NEW BUSINESS</p>   |  |
| 353     | 1     | <p>a) Review of Items Discussed at Strategic Planning (A)<br/> <i>Members will review the following discussion points of the Strategic Planning session and may take action to assign tasks to Committees or give direction.</i></p> <p>i. Liability Funding and Structure<br/>         ii. Excess Coverage Providers CARMA, ERMA, PRISM<br/>         iii. Workers' Compensation Funding and Structure<br/>         iv. Service Provider Contracts</p> |  |

v. Other Topics Discussed from Strategic Planning

- 354-388     1     b) MBASIA’s Financial Audit (A)  
*Charles Raibley, Crowe LLP will present the draft FY 21/22 Financial Audit. Members may then take action or give direction.*
- 389-398     1     c) COVID Business Interruption Claim (A)  
*Members will receive a report on the COVID Business Interruption Claim. Action may be taken or direction given.*
- 399-400     1     d) Excess Workers’ Compensation Renewal (I)  
*Members of this program will receive information and may have a discussion or give direction.*
- 401-414     1     e) Active Bystandership for Law Enforcement (ABLE) Program (I)  
*The Board will discuss details about the ABLE Program which empowers and educates officers to prevent misconduct, reduce mistakes, and promote officer health and wellness.*

4) **LOSS REPORT** (A)

3 **CLOSED SESSION – Pursuant to Gov’t Code 54956.95**

*Members will review the following Closed Session Items and may take action or give direction:*

- a) Workers’ Compensation Administrator’s Report  
*AIMS will provide a closed session report.*
  - i. None
- b) Liability Third Party Administrator’s Report  
*George Hills will provide a closed session report.*
  - i. Jane Doe v. Hollister
  - ii. Murillo/Higuero v. King City
  - iii. Vasquez-Garcia v. King City
  - iv. Grifo, et al. v. Scotts Valley
  - v. Watchlist Claims

**RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS**

**F. PROGRAM ADMINISTRATOR’S REPORT**

- 415-416     1 1) MBASIA Exposures and Coverages Review: Out of State Employees (I)  
*The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.*

**G. CORRESPONDENCE / INFORMATION** (I)

- 417           1 1) Next Two Board Meetings & ERMA Training Schedule
- 418-436     1 2) PARMA Conference Information
- 437-449     1 3) MBASIA Service Team Contact List & Claims Reporting

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### **3 6. RESOURCES**

- A. JPA Agreement and Bylaws
- B. 2022 Liability Memorandum of Coverage
- C. 2022 Workers' Compensation Memorandum of Coverage
- D. 2022 Liability Actuarial Study
- E. 2022 Workers' Compensation Actuarial Study
- F. IRIC Manual

### **ADJOURNMENT**

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