

### Member Cities

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

## AGENDA

**JPA:** MBASIA Board of Directors Meeting

**DATES/TIMES:** Friday, November 3, 2023 at 9:00 AM

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

### LEGEND:

A – Action may be taken  
I – Information

1 – Included  
2 – Handout  
3 – Separate  
4 – Verbal

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*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, at the office of MBASIA's Secretary. For a copy for the agenda, please contact Alliant Insurance Services at (415) 403-1411.*

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*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.*

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### PAGE

#### A. CALL TO ORDER

#### 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 A member may request an item be withdrawn from the Consent Calendar for discussion and action.*

- |       |   |
|-------|---|
| 5-14  | 1) Approval of Minutes – June 12, 2023 Board of Directors Meeting             |
| 15-16 | 2) Approval of Minutes –September 26, 2023 Special Board of Directors Meeting |
| 17-18 | 3) Service Calendar & Status of Deliverables                                  |
| 19    | 4) Bills and Correspondence   |
|       | a) Ratification of Disbursements  |
| 20-21 | i. Month Ending May 31, 2023  |
| 22-23 | ii. Month Ending June 30, 2023  |
| 24    | iii. Month Ending July 31, 2023   |
| 25-26 | iv. Month Ending August 31, 2023  |
| 27-28 | v. Month Ending September 30, 2023  |
|       | b) Report of Investments - Pursuant to Gov't Section Code 53607               |
| 29-42 | i. Month Ending May 31, 2023  |
| 43-56 | ii. Month Ending June 30, 2023  |
| 57-70 | iii. Month Ending July 31, 2023   |
| 71-84 | iv. Month Ending August 31, 2023  |
| 85-98 | v. Month Ending September 30, 2023  |
|       | 5) Evidence of Coverage and Disclosure:                                       |
| 99    | i. Alliant Property Insurance Program (APIP)                                  |

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- 100-101 ii. Alliant Crime Insurance Program (ACIP)
- 102-103 iii. Alliant Public Pool Liability (APPL)
- 104 iv. Excess Cyber
- 105-131 6) Concern EAP 2023-2025 Contract
- 132-136 7) Precision Concrete Cutting 2023 Contract

**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

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

- 137-139 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.*

- 140 1 Election of 2023-24 Safety Committee Member (A)  
*The Board will be asked to elect a new member to the Safety Committee to fill a vacancy. Action may be taken or direction given.*

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

- 141-144 1 Liability Deductible Recovery Invoices (A)  
*Members will receive information about the new format and process for the liability deductible recovery invoices. Action may be taken or direction given.*

- 145-155 1 Summary of Coverage (I)  
*A Summary of Coverage is provided annually as an easy reference guide to see purchased coverage at a glance.*

- 4 3. AIMS Client Notice Update (I)  
*Lynn Cavalcanti, AIMS will provide the Board a verbal update.*

**2) UNFINISHED BUSINESS**

- 156-188 1 a) Liability Claims Administrator Contract Expiration (A)  
*The Board will review the current contract with George Hills, the Liability Claims Administrator that will expire June 30, 2023. Action may be taken or direction given.*

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|----------------------------------|----------|---|-----|
| <b>189-190</b>                   | <i>1</i> | b) Chandler Investment Update of Transfers<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> | (A) |
| <b>191-199</b>                   | <i>1</i> | c) Concern EAP First Responder Program Update<br><i>The Board will receive a utilization report and update regarding the First Responder Program with Concern EAP.</i>  | (I) |
| <b>200-201</b>                   | <i>1</i> | d) Precision Concrete Cutting Update<br><i>The Board will receive a utilization report and update regarding Precision Concrete Cutting.</i>   | (I) |
| <b>202-208</b>                   | <i>1</i> | e) Excess Coverage Options: CARMA’s Program and the Excess Market<br><i>The Board will review excess coverage options and may take action or provide direction.</i>   | (A) |
|                                  |          | <b>3) NEW BUSINESS</b>  |     |
| <b>209</b>                       | <i>1</i> | a) Feedback of 1 <sup>st</sup> MBASIA Risk Summit<br><i>Members will review discuss feedback from the 1<sup>st</sup> MBASIA Risk Summit held the prior day.</i>   | (I) |
| <b>210-226</b>                   | <i>1</i> | b) Presentation of MBASIA’s Financial Trends<br><i>The Program Administrators and MBASIA’s Treasurer will provide an update on the financial standing of MBASIA.</i>  | (I) |
| <b>TIME CERTAIN, at 10:30 AM</b> |          |   |     |
| <b>227-263</b>                   | <i>1</i> | c) MBASIA’s Financial Audit<br><i>Crowe LLP will present the draft FY 22/23 Financial Audit. Members may then take action or give direction.</i>  | (A) |
| <b>264-279</b>                   | <i>1</i> | d) MBASIA Financial Audit Contract Renewal – Crowe LLP<br><i>Members will discuss renewing the Financial Audit Contract with Crowe LLP. Action may be taken or direction given.</i>   | (A) |
| <b>280-281</b>                   | <i>1</i> | e) Excess Workers’ Compensation Renewal<br><i>Members of this program will receive information and may have a discussion or give direction.</i>   | (I) |
| <b>282-290</b>                   | <i>1</i> | f) Alternate Dispute Resolution Member Programs<br><i>AIMS will provide Members information about Alternate Dispute Resolution.</i>   | (I) |

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#### 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. Hollister MB160073; MB170013; MB160110; MB170010; MB170030
- b) Liability Third Party Administrator’s Report  
*George Hills will provide a closed session report.*
  - i. Rodriguez v. Capitola
  - ii. Lopez v. Hollister
  - iii. Lua v. Hollister
  - iv. Vasquez v. King City

#### RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS

#### F. PROGRAM ADMINISTRATOR’S REPORT

291-295 / 1) MBASIA Banking Partners (A)  
*The Board will hear a report regarding MBASIA’s banking partners and may take action or provide direction*

296-311 / 1 2) MBASIA Exposures and Coverages Review: Property Valuation (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. SERVICE PROVIDERS REVIEW

*4 The Board will have a roundtable discussion about their satisfaction with the following Service Providers.*

- 1. Workers’ Compensation Claims Administrator (AIMS)
- 2. Liability Claims Administrator (George Hills)
- 3. Program Administrators and Broker (Alliant)
- 4. Any other Contracted Service Providers

#### H. CORRESPONDENCE / INFORMATION (I)

312-314 / 1) Next Two Board Meetings & ERMA Training Schedule  
315 / 1 2) 2024 PARMA Conference – 50th Anniversary  
316-328 / 1 3) MBASIA Service Team Contact List & Claims Reporting  
329 / 1 4) MBASIA Schedule of Service Agreements

#### ADJOURNMENT