

### AGENDA

#### Member Cities

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

**JPA:** MBASIA Board of Directors Meeting

**DATE/TIME:** Monday, January 30, 2023 at 9:00 AM

**LOCATION:** Video Teleconference

Link:

<https://alliantinsurance.zoom.us/j/96407063650?pwd=TTJydkJYWwBGZjdjTTRQcm95TGFSQT09>

Meeting ID: 964 0706 3650

Passcode: 993791

Dial: (669) 900-6833

#### LEGEND:

A – Action may be taken  
I – Information

1 – Included

2 – Handout

3 – Separate

4 – Verbal

#### MEMBER

#### LOCATIONS

#### VIA TELE-

#### CONFERENCE:

- City of Capitola, 420 Capitola Ave., Capitola, CA 95010
- City of Del Rey Oaks, 650 Canyon Del Rey Rd., Del Rey Oaks, CA 93940
- City of Gonzales, 147 Fourth Street, Gonzales, CA 93926
- City of Greenfield, 599 El Camino Real, Greenfield, CA 93927
- City of Hollister, 375 Fifth St., Hollister, CA 95023
- City of King City, 212 So. Vanderhurst Ave., King City, CA 93930
- City of Marina, 211 Hillcrest Ave., Marina, CA 93933
- City of Sand City, 1 Pendergrass Way, Sand City, CA 93955
- City of Scotts Valley, One Civic Center Dr., Scotts Valley, CA 95066
- City of Soledad, 248 Main Street, Soledad, CA 93960

***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 & ROLL CALL

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 A member may request an item be withdrawn from the Consent Calendar for discussion and action.

6-16

1) Approval of Minutes – November 3, 2022 Board of Directors Meeting

17-19

2) Service Calendar & Status of Deliverables

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<b>20-26</b>		3) Bills and Correspondence	
		a) Ratification of Disbursements	
		i. Month Ending October 31, 2022	
		ii. Month Ending November 30, 2022	
		iii. Month Ending December 31, 2022	
<b>27-55</b>		4) George Hills Liability Claims Administrator Contract (January 1, 2023 to June 30, 2024)	
<b>56</b>		5) Chandler Clearwater Analytics Authorization Letter	
		<b>D. GENERAL RISK MANAGEMENT ISSUES</b>	<b>(I)</b>
		4 <i>Subjects that are of interest to members; please provide a copy of any materials for the Program Administrators to distribute.</i>	
		<b>E. BOARD OF DIRECTORS</b>	
		<b>1) COMMITTEE REPORTS</b>	
		a) Executive and Finance Committee	
		<i>The Executive and Finance Committee may give a verbal report in addition to discussing the following items:</i>	
<b>57-59</b>	<i>1</i>	1. Budget Planning Process	<b>(I)</b>
		<i>Members will receive an update regarding the upcoming scheduled Executive Committee Budget Planning Meeting.</i>	
<b>60-79</b>	<i>1</i>	2. Program Administrator's Contract Renewal	<b>(A)</b>
		<i>The Executive Committee will recommend to the Board to approve the proposed Program Administrator's Contract effective 7/1/2023. The Board may take action or give direction.</i>	
<b>80-97</b>	<i>1</i>	3. Acclamation Insurance Management Services (AIMS) Contract Renewal	<b>(A)</b>
		<i>The Board will hear the Executive Committee's recommendation regarding the MBASIA's Workers Compensation Third Party Administrator's proposed contract effective 7/1/23 and may take action to approve or give direction.</i>	
		b) Safety Committee	
		<i>The Safety Committee may give a verbal report in addition to discussing the following items:</i>	
<b>98-100</b>	<i>1</i>	1. Safety Grant Funds – Request Status and Budget to Date	<b>(I)</b>
		<i>Members will receive an update on requests made to date.</i>	
		c) Coverage and Claims Committee	
		<i>The Coverage and Claims Committee may give a verbal report in addition to discussing the following items:</i>	
<b>101-106</b>	<i>1</i>	1. George Hills - Neil Callahan Introduction	<b>(I)</b>
		<i>Neil Callahan will be introduced to the Board.</i>	

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|--|----------|---|
| <b>107-135</b>   | <i>1</i> | 2. Liability Claims Handling: Defense Panel Instruction Packet (A)<br><i>Members will receive a sample of a defense panel packet. Action may be taken or direction given.</i>   |
| <b>136-145</b>   | <i>1</i> | 3. Proposed Changes: Claims Handling & Settlement Authority Policy and Procedure: (A)<br>i. Liability<br>ii. Workers' Compensation<br><i>Members will review the proposed changes to the Policy and Procedure. Action may be taken to provide a recommendation to the Board or direction given.</i> |
| <b>2) EXCESS RISK POOL REPRESENTATIVE REPORTS</b>                              |          |   |
| <b>146-154</b>   | <i>1</i> | a) Report from CARMA Annual Workshop & Board of Directors Meeting (I)<br><i>Conor Boughey and Layne Long will provide a verbal update regarding the CARMA meeting.</i><br>i. Active Bystandership for Law Enforcement (ABLE) Informational Webinars   |
| <b>155</b>   | <i>1</i> | b) Report from ERMA Annual Workshop & Board of Directors Meeting (I)<br><i>Conor Boughey and Brett Miller will provide a verbal update regarding the ERMA meeting.</i>  |
| <b>3) UNFINISHED BUSINESS</b>  |          |   |
| <b>156-261</b>   | <i>1</i> | a) Report from Strategic Planning (A)<br><i>Members will review the following discussion points from the Strategic Planning session and may take action to or give direction.</i>   |
| <b>TIME CERTAIN, 10:00 AM</b>  |          |   |
| i. PRISM – Employee Benefits<br>ii. Alternate Dispute Resolution (ADR) Program |          |   |
| <b>4) NEW BUSINESS</b>   |          |   |
| <b>262-270</b>   | <i>1</i> | a) Liebert Cassidy Whitmore Employment Relations Consortium 2023 Agreement (A)<br><i>The Board will review the Employment Relations Consortium renewal agreement and may take action to approve or provide direction.</i>   |
| <b>271-292</b>   | <i>1</i> | b) Proposed Changes: MBASIA's Liability Memorandum of Coverage: Unmanned Aerial Vehicle (UAV) (A)<br><i>The Board will discuss proposed changes to the MOC regarding UAVs. Action may be taken to approve or direction given.</i>   |
| <b>293-302</b>   | <i>1</i> | c) Worksite International Ergonomics Contract Extension (A)<br><i>Members will review the ergonomics contract extension with Worksite International and may take action to approve or provide direction.</i>  |

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- 303** 1 d) MBASIA Election of Officers (A)  
*Members will elect or appoint the new Officers for MBASIA. Action may be taken to approve or direction given.*
- 304-317** 1 e) Hollister Rally (A)  
*The Board will discuss this topic and may take action or provide direction.*
- 318-322** 1 f) July 1, 2023 Property Insurance Renewals (I)  
*Members will receive information about the upcoming property renewal.*
- 5) LOSS REPORT (A)**
- CLOSED SESSION – Pursuant to Gov’t Code 54956.95**
- 3 *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. MB180078 – City of Hollister
  - ii. MB170021 – City of Marina
  - iii. MB200038 – City of Marina
  - iv. MB160025 – City of Sand City
- b) Liability Third Party Administrator’s Report  
*George Hills will provide a closed session report.*
- i. Lawson v. City of Del Rey Oaks
  - ii. Candela v. City of Hollister
  - iii. Varao v. City of King
  - iv. Jane Doe v. City of Hollister
- RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS**
- F. PROGRAM ADMINISTRATORS’ REPORT**
- 323-359** 1 1) MBASIA Exposures and Coverages Review: Special Events Liability (I)  
*The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.*
- 360-361** 1 2) High Level Coverage Summary (I)  
*The Board will receive a coverage summary provided by MBASIA.*
- 362-373** 1 3) MBASIA Resource Guide (A)  
*Members will receive a resource guide of services provided. Action may be taken or direction given.*

**G. CORRESPONDENCE / INFORMATION**

(I)

- 374** / 1) Next Two Board Meetings & ERMA Training Schedule
- 375-393** / 2) PARMA Conference Information
- 394-406** / 3) MBASIA Service Team Contact List & Claims Reporting
- 407** / 4) MBASIA Schedule of Service Agreements
- 408-410** / 5) System Security Standards Guidelines for Cyber – January 2023

**ADJOURNMENT**

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