

MBASIA Board of Directors Meeting

Monday, January 26, 2026 at 9:00 AM

LOCATION:

Video Teleconference

Link:

<https://alliantinsurance.zoom.us/j/98962785202?pwd=ky3sBrMap2ZCIDVRdbypb7sux6Tg6C.1>

Meeting ID: 989 6278 5202

Passcode: 348523

Dial: (669) 900-6833

MEMBERS PRESENT

Jamie Goldstein, City of Capitola

John Guertin, City of Del Rey Oaks

Paul Wood, City of Greenfield

Jim Pia, City of Hollister

Layne Long, City of Marina

Vibeke Norgaard, City of Sand City

Mali LaGoe, City of Scotts Valley

Megan Hunter, City of Soledad (*joined at 9:46 AM, left at 11:33 AM*)

MEMBERS ABSENT

Carmen Gil, City of Gonzales

Steve Adams, City of King City

GUESTS & CONSULTANTS

Nina Aguayo, City of Greenfield Alternate

Mike Howard, Member Finance Consultant (*Left at 9:46 AM*)

Neil Callahan, George Hills Company

Lynn Cavalcanti, AIMS

Conor Boughey, Alliant Insurance Services

Lorissa Huey, Alliant Insurance Services

Arjay Jimenez, Alliant Insurance Services

A. CALL TO ORDER & ROLL CALL

Paul Wood called the meeting to order at 9:03 AM.

B. ORAL COMMUNICATIONS & PUBLIC COMMENTS

There were no oral communications and public comments.

C. CONSENT CALENDAR

C1. Approval of Minutes – November 14, 2025 Board of Directors Meeting

C2. Service Calendar & Status of Deliverables

C3. Bills and Correspondence

C3a. Ratification of Disbursements

C3b. Report of Investments - Pursuant to Gov't Section Code 53607

C3c. Quarterly Financial Report as of September 30, 2025

C4. Financial Plan Policy and Procedure – Adopted November 14, 2025

C5. MBASIA Bylaws – Amended November 14, 2025

A motion was made to approve the consent calendar.

MOTION: Mali LaGoe **SECOND:** Jim Pia **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	
Nay										
Abstain										

D. GENERAL RISK MANAGEMENT ISSUES

There were no general risk management issues.

E. BOARD OF DIRECTORS

E1. COMMITTEE REPORTS

E1a. Executive and Finance Committee

E1a1. Budget Planning Process

Lorissa Huey, Alliant stated that the Executive and Finance Committee (EC) will start the budget process for the July 1, 2026 renewal on February 25, 2026. A draft will be available by the Spring Board Meeting.

E1b. Safety Committee

E1b1. MBASIA Safety Grant Funds – Request Status and Budget to Date

Lorissa Huey described to the Board Members that MBASIA has a Safety Grant Program with a \$150,000 Budget. The Program allows Member Agencies up to \$15,000 each. This is a reimbursement program; Members must purchase the service first and then submit their reimbursement form with receipts within 30 days of the end of Fiscal Year. A copy of the Safety Grant form was included as an attachment in the Agenda Packet.

Direction was given to the Safety Committee to further discuss the Wellness Program at the next committee meeting

E1c. Coverage and Claims Committee

E1c1. Liability Attorney Defense Panel – Proposed Changes

Neil Callahan, George Hills presented to the Board Redline Proposed Changes to the Liability Attorney Defense Panel. He proposed the removal of two attorney firms, Ford, Walker, Haggerty, and Behar, LLP, and Kaufman Dolowich, & Voluck, LLP, and adding two new firms, Bordin Semmer, and Castillo, Moriarty, Robinson (CMR) to the Attorney Defense Panel.

Also, Neil stated that the rate for Burke, Williams, & Sorenen, LLP will be increasing from \$325 per hour to \$425 per hour for partners and \$400 per hour for associates, and Chris Brumfiel is to be added to the panel.

A motion was made to approve the proposed changes to the Liability Attorney Defense Panel.

MOTION: Vibeke Norgaard **SECOND:** Jamie Goldstein **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	
Nay										
Abstain										

E1d. Ad Hoc Committee

E1d1. Liability Memorandum of Coverage (MOC) – Proposed Changes

Conor Boughey reported to the Board that the Ad Hoc Committee composed of Jamie Goldstein, City of Capitola, Layne Long, City of Marina, and Vibeke Norgaard, City of Sand City has made a recommendation to the Board to amend the pollution exclusion and add special events language to the Liability Memorandum of Coverage (MOC).

The pollution exclusion was expanded to add language regarding the Clean Water Act.

Special Events language was added to the MOC through Endorsement #1 and the Declarations Page now has a \$150,000 deductible for Special Events.

A motion was made to accept the proposed changes effective July 1, 2026.

MOTION: Megan Hunter **SECOND:** Jamie Goldstein **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

E2. EXCESS RISK POOL REPRESENTATIVE REPORTS

E2a. Report from CARMA Annual Workshop & Board of Directors Meeting

Conor Boughey and Layne Long, CARMA’s Primary Representative, provided a verbal update to the Board. They discussed the Briefing Room and mentioned that CARMA will be entering a master contract for all the CARMA Members.

E2b. Report from ERMA Annual Workshop & Board of Directors Meeting

Conor Boughey and Paul Wood commented that the Annual Workshop and Board of Directors Meeting will be held on March 9, 2026 in Napa, California.

Lorissa Huey reported that every year by June 30th, all MBASIA Cities must complete the annual Training Compliance Survey for both the 2-hour AB 1825 Supervisor compliant training and 1-hour SB 1343 Non-Supervisor compliant training. As of today’s date, a majority of the Members have completed the survey.

E3. UNFINISHED BUSINESS

E3a. MBASIA Equity Distribution Plan (EDP)

Conor Boughey reported that MBASIA took action at the November 2025 Board Meeting to adopt a Financial Plan Policy and Procedure and the Equity Distribution Plan (EDP) effective July 1, 2026.

Conor presented to the Board a PowerPoint presentation that walked through the steps of the EDP.

Members asked questions, which were addressed.

Direction was given to the Program Administrators to provide the dividend as a check versus a credit to the January 1 installment invoice.

E3b. PRISM’s Special Events Best Practices Policy

Conor Boughey presented to the Board a copy of PRISM’s Best Practices for Special Events.

Direction was given by the Board to send out a Word version of the document so that the Members can utilize the insurance and indemnification language.

E4. NEW BUSINESS

E4a. Leibert Cassidy Whitmore Employment Relations Consortium 2026 Agreement

Lorissa Huey reported that the Leibert Cassidy Whitmore (LCW) Employee Relations Agreement is up for renewal with the dates of January 1, 2026 to December 31, 2026.

All ten MBASIA Cities are Members of the consortium.

1st Motion:

A motion was made to approve the LCW Employment Relations Consortium 2026 Agreement.

MOTION: Megan Hunter **SECOND:** Jim Pia

MOTION CARRIED

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

2nd Substitute Motion:

An amended motion was made to approve the 2026 LCW Employment Relations Consortium Agreement, agendaize the LCW Agreement in the Consent Calendar going forward with an agenda cover item. Also, direction was given to the Program Administrators to resend the MBASIA Resource Guide to the Board, agendaize annually at a Board Meeting, and record a webinar training.

The Program Administrators will discuss with ERMA the services they provide and compare it with the services provided by LCW Employment Relations Consortium.

MOTION: Jamie Goldstein **SECOND:** Megan Hunter

MOTION CARRIED

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

E4b. Bay Actuarial Consultants Engagement Letter

Lorissa Huey presented Bay Actuarial’s Engagement letter for a two-year engagement letter. The engagement letter will include the Actuarial Study with loss data of 12/31, that will be presented in the April Board Meeting, and the IBNR update with the 6/30 loss data for the Financial Auditor.

A motion was made to approve the Bay Actuarial engagement letter for 2026 and 2027.

MOTION: Megan Hunter **SECOND:** John Guertin **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

E4c. BRIOTIX Contract Renewal

Lorissa Huey reported to the Board that the BRIOTIX Contract is set up as Auto-renew and is set to renew on March 25, 2026. The Program Administrators stated that the Board may request for an amendment to the contract to turn off auto-renew. Direction was given to the Program Administrators to get an amendment created to turn off the auto-renew for the contract and if MBASIA can sign a 3-year contract for this upcoming renewal.

A motion was made to continue our contract with BRIOTIX and turn it into a 3-year contract and create an amendment to turn off auto-renew.

MOTION: Jamie Goldstein **SECOND:** Jim Pia **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

E4d. ERMA: Alternate Representative Appointment

Lorissa Huey reminded the Board that Steve Adams of City of King City will be retiring in February and that a new ERMA Alternate Representative Member will need to be appointed. Paul Wood, the ERMA Primary Representative explained what to expect from the alternate representative.

Members asked questions, which were addressed.

A motion was made to appoint John Guertin as the ERMA Alternate Representative

MOTION: Vibeke Norgaard **SECOND:** Jim Pia **MOTION CARRIED**

	Jamie Goldstein	John Guertin	Carmen Gil	Paul Wood	Jim Pia	Steve Adams	Layne Long	Vibeke Norgaard	Mali LaGoe	Megan Hunter
Aye	X	X		X	X		X	X	X	X
Nay										
Abstain										

E4e. PRISM Premium Allocation Methodology Changes – Excess Workers’ Compensation

Conor Boughey presented the changes to the PRISM Premium Allocation Methodology and that the current Public Entity High/Low Safety categories will be replaced with the five distinct rating groups below –

- Municipal High Safety: more than 49% public safety payroll
- Municipal Medium Safety: 37% - 49% public safety payroll
- Municipal Low Safety: less than 37% public safety payroll
- Non-Municipal High Safety: more than 60% public safety payroll
- Non-Municipal Low Safety: 60% or less public safety payroll

The Program Administrators reported that the Ex-Mod will also be using a new rating method called the “Buhlmann Credibility Method” and the benefit to this method is that the Member will not be seeing a big change in their Ex-Mod because their payroll grows, unless their risk profile actually changes.

Conor stated that the methodology has already been incorporated to the Version 1 of the 2026/2027 Premium/Budget estimates to ensure no drastic changes later on in the estimates process.

E4f. July 1, 2026 Property Insurance Renewal

Conor Boughey reported that the headlines for property market are the challenging property market conditions, Valuation concerns, and California is no longer the focus point of global property markets. Currently, Vacancy, Habitational, Flood, Builders Risk and Course of Construction are in the carrier spotlight.

E4g. MBASIA’s Loss Control Efforts

Lorissa Huey presented the Loss Control Efforts, a list of resources and efforts that MBASIA has made to better the risk profile of our Members. The Program Administrators were asked to add policies and specifically the Special Events Policy to the Lost Control Efforts.

Direction was given to create a Marketing Memo and a PowerPoint (10 slides) of the Loss Control Efforts of MBASIA.

E5. LOSS REPORT

CLOSED SESSION – Pursuant to Gov’t Code 54956.95

E5a. Workers’ Compensation Administrator’s Report – None

E5b. Liability Third Party Administrator’s Report – None

F. PROGRAM ADMINISTRATORS’ REPORT

F1. MBASIA Exposures and Coverages Review: Property/Vehicle

Conor Boughey presented the Alliant Mobile Vehicle Program (AMVP) Brochure to the Board and shared the new AMVP Vehicle Add Form.

Members asked questions, which were addressed.

F2. High Level Coverage Summary

This is an informational item.

F3. IRIC Manual Update

Conor Boughey reported that the Insurance Requirements in Contracts (IRIC) is being updated and let the Members know that Marcus Beverly will be doing an IRIC webinar on February 12, 2026 from 10 AM to 11:30 AM.

Members asked questions, which were addressed.

G. CORRESPONDENCE / INFORMATION

G1. Next Two Board Meetings & ERMA Training Schedule

The next two Board Meetings will be held on Monday, March 30, 2026 virtually via Zoom and Monday, June 15, 2026 in person in the City of Sand City. The Board Meeting will start at 9:00 AM on March 30, 2026 and 9:30 AM on June 15, 2026, unless otherwise stated.

G2. PARMA Conference Information – There was no discussion on this item.

G3. MBASIA Service Team Contact List & Claims Reporting – There was no discussion on this item.

G4. MBASIA Schedule of Service Agreements – There was no discussion on this item.

ADJOURNMENT

Jamie Goldstein adjourned the meeting at 11:48 PM.