

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 7, 2024 at 9:30 AM
 Friday, November 8, 2024 at 9:00 AM

LOCATION: Dream Inn
 175 W Cliff Drive
 Santa Cruz, CA 95060
 Room: Surf View

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 / 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)

7-24	9:45 AM	A. MBASIA Program Summary of Coverage <i>Lorissa Huey will provide a summary about MBASIA's program and coverage.</i>
25-43	10:00 AM	B. MBASIA's Financials <i>Lorissa Huey and Mali LaGoe will provide a quick update on the financial standing of MBASIA.</i>
44-49	10:15 AM	C. Actuarial Trends <i>Jack Joyce, Bay Actuarial Consultants will present to the Board on the actuarial trends.</i>
		Break
50-71	10:55 AM	D. PRISM Services to Members <i>Tani Corona, PRISM will provide an overview of the range of services that PRISM offers to its Members.</i>

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72-85	11:25 AM	E. MBASIA’s Liability Loss Analysis <i>George Hills, MBASIA’s Liability Claims Administrators will present an analysis of liability losses.</i>
	12:00 PM	Lunch
86-87	12:30 PM	F. Liability Funding and Structure <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>
88-99	1:00 PM	G. MBASIA Workers’ Compensation Program Performance 2024 <i>AIMS, MBASIA’s Workers’ Compensation Claims Administrator will present a historical comparison of program performance and outcomes over the past 10 years.</i>
100-101	1:30 PM	H. Workers’ Compensation Funding and Structure <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>
		Break
102-127	2:20 PM	I. Loss Control and Safety Discussion <i>Members will have a discussion on loss control and safety.</i>
128-135	2:50 PM	J. Summer Programs – Exposure Review and Safeguards <i>Conor Boughey will provide an overview of risks associated with summer programs and safeguards necessary to address them.</i>
136-188	3:20 PM	K. Special Events Requirements <i>Marcus Beverly will present information regarding insurance requirements for special events.</i>
189	3:35 PM	L. CAJPA Accreditation <i>The Board will discuss CAJPA’s Accreditation Process.</i>

3:45 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 Claims Administrator (AIMS)
 2. Liability Claims Administrator (George Hills)
 3. Program Administrators and Broker (Alliant)
 4. Any other Contracted Service Providers

**4. BOARD OF DIRECTORS MEETING AGENDA
FRIDAY, NOVEMBER 8, 2024 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.

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|----------------|--|
| 190-201 | 1) Approval of Minutes – June 10, 2024 Board of Directors Meeting |
| 202-203 | 2) Service Calendar & Status of Deliverables |
| 204 | 3) Bills and Correspondence |
| | a) Ratification of Disbursements |
| 205-206 | i. Month Ending May 31, 2024 |
| 207-208 | ii. Month Ending June 30, 2024 |
| 209-210 | iii. Month Ending July 31, 2024 |
| 211-212 | iv. Month Ending August 31, 2024 |
| 213-214 | v. Month Ending September 30, 2024 |
| | b) Report of Investments - Pursuant to Gov't Section Code 53607 |
| 215-228 | i. Month Ending May 31, 2024 |
| 229-242 | ii. Month Ending June 30, 2024 |
| 243-256 | iii. Month Ending July 31, 2024 |
| 257-270 | iv. Month Ending August 31, 2024 |
| 271-284 | v. Month Ending September 30, 2024 |
| 285-289 | c) Quarterly Financial Report as of June 30, 2024 |
| 290 | 4) Evidence of Coverage and Disclosure: |
| 291-292 | i. Alliant Property Insurance Program (APIP) |
| 293-294 | ii. Alliant Crime Insurance Program (ACIP) |
| 295 | iii. Alliant Public Pool Liability (APPL) |
| | iv. Excess Cyber |
| 296-300 | 5) MBASIA Accounting Guide |
| 301-304 | i. Redlined Version |
| 305-315 | ii. Clean Version |
| 316-320 | 6) Sedgwick Loss Control Contract for Driver and Fleet Safety and Vehicle Use Policy |
| | 7) PRISM Programs Draw on Net Positions to Mitigate Impact of Reinsurer Commutation |

D. PRESENTATIONS

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| 321-364 | 1) MBASIA's Financial Audit (A) |
| | <i>James Marta & Company will present the draft FY 23/24 Financial Audit. Members may then take action or give direction.</i> |

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E. GENERAL RISK MANAGEMENT ISSUES (I)

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

F. 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:

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|----------------|----------|---|
| 365-367 | <i>1</i> | <ol style="list-style-type: none"> 1. Safety Grant Funds (A)
<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> |
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| 368-400 | <i>1</i> | <ol style="list-style-type: none"> 2. Status of Driver and Fleet Safety Program and Vehicle Use Policy (A)
<i>The Board will receive a status of the Driver and Fleet Safety Program and Vehicle Use Policy. Action may be taken or direction given.</i> |
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c) Coverage and Claims Committee

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

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| 401-411 | <i>1</i> | <ol style="list-style-type: none"> 1. Summary of Coverage (I)
<i>A Summary of Coverage is provided annually as an easy reference guide to see purchased coverage at a glance.</i> |
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d) Police Risk Management Working Group

Members may give a verbal report in addition to discussing the following items.

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| 412 | <i>1</i> | <ol style="list-style-type: none"> 1. Topics to Discuss for Upcoming Police Risk Management Working Group Meeting (I)
<i>The Board will receive information on the topics to discuss for the Police Risk Management Working Group.</i> |
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2) UNFINISHED BUSINESS

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| 413-434 | <i>1</i> | <ol style="list-style-type: none"> a) Feedback from Insurance Requirements in Contracts (IRIC) Parks and Recreation Webinar (I)
<i>Alliant is requesting feedback from the Members regarding the IRIC presentation for Parks and Recreation.</i> |
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- 435-436 1 b) Chandler Investment Update of Transfers (A)
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.
- 437-439 1 c) Next Year’s Risk Summit & Location (I)
The Board will discuss the Risk Summit for next year and the location. Further direction may be given.
- 440 1 d) Alternate Dispute Resolution (ADR) Member Program (A)
The Board will receive an update on the ADR Program from Lynn Cavalcanti at AIMS. Action may be taken or direction given.
- 441 1 3) **NEW BUSINESS**
 a) Review of Items Discussed at Strategic Planning (A)
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. Liability Funding and Structure
 - ii. Workers’ Compensation Funding and Structure
 - iii. Loss Control and Safety Discussion
 - iv. Other Topics Discussed from Strategic Planning
- 442-464 1 b) Proposed Changes to MBASIA’s Investment Policy and Procedure (A)
The Board will review the proposed changes to Investment Policy and Procedure and may take action to approve, amend or provide further direction.
- 465-466 1 c) Excess Workers’ Compensation Renewal (I)
Members of this program will receive information and may have a discussion or give direction.
- 467-468 1 d) Non-Safety Volunteers (I)
The Board will receive information clarifying how non-safety volunteers are not covered under MBASIA’s Workers’ Compensation Program.
- 469-501 1 e) Liability Claims Administration Contract Term (A)
The Board will review the current contract with George Hills, the Liability Claims Administrator that will expire June 30, 2025. Action may be taken or direction given.

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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. City of Gonzales - 120800122
- b) Liability Third Party Administrator’s Report
George Hills will provide a closed session report.
 - i. Lopez-Negrete v. City of Hollister

RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS

G. PROGRAM ADMINISTRATOR’S REPORT

- 502-519 1) MBASIA Exposures and Coverages Review: Earthquake & Flood (I)
The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.

H. CORRESPONDENCE / INFORMATION (I)

- 520-521 1) Next Two Board Meetings & ERMA Training Schedule
- 522-539 1) 2) PARMA Conference Information
- 540-552 1) 3) MBASIA Service Team Contact List & Claims Reporting
- 554 1) 4) MBASIA Schedule of Service Agreements
- 555 1) 5) Evident Third-Party Risk Management for the Public Sector

5. RESOURCES

- 3 A. JPA Agreement and Bylaws
- B. 2024 Liability Memorandum of Coverage
- C. 2024 Workers’ Compensation Memorandum of Coverage
- D. 2024 Liability Actuarial Study
- E. 2024 Workers’ Compensation Actuarial Study
- F. IRIC Manual

ADJOURNMENT