

### Member Cities

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

## AGENDA

<b>JPA:</b>	<b>MBASIA Board of Directors Teleconference Meeting</b>	<b>LEGEND:</b> A – Action may be taken I – Information
<b>DATE/TIME:</b>	Monday, June 15, 2020 at 9:30 AM	1 – Included 2 – Handout 3 – Separate 4 – Verbal
<b>LOCATION VIA TELECONFERENCE:</b>	Phone: (669) 900-6833; Meeting ID: 9621 3349 518# Video: <a href="https://alliantinsurance.zoom.us/j/96213349518">https://alliantinsurance.zoom.us/j/96213349518</a>	

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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) 403-1400.*

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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. CONSENT CALENDAR (A)

1 The items below may be approved by one motion or direction may be given. Members may request specific items to be discussed for separate review. Items pulled for separate discussion will be considered in the order listed on the agenda.

- |       |   |
|-------|---|
| 1-8   | 1) Approval of Minutes – April 6, 2020 Board of Directors Meeting |
| 9-10  | 2) Service Calendar & Status of Deliverables                      |
|       | 3) Bills and Correspondence                                       |
| 11    | a) Ratification of Disbursements                                  |
| 12-13 | i. Month Ending March 31, 2020                                    |
| 14-15 | ii. Month Ending April 30, 2020                                   |
| 16-19 | 4) MBASIA – 2020 CARMA Claims Audit                               |
| 20-21 | 5) MBASIA Bay Actuarial Consultants Engagement Letter 2021 & 2022 |

#### C. ORAL COMMUNICATIONS & PUBLIC COMMENTS (I)

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

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**D. BOARD OF DIRECTORS**

**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:*

- |       |   |  |
|-------|---|--|
| 22-23 | I | 1. Updated Committee Assignments (A)   |
|       |   | <i>The Executive Committee will present the current committee assignments and request updated participation from Member Agencies. Action may be taken to ratify committee assignments.</i> |

b) Safety Committee

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

- |    |   |   |
|----|---|---|
| 24 | I | 1. Safety Grant Program – Receipts Extension (A)  |
|    |   | <i>The Board will discuss extending the submission of receipts for the Safety Grant Program and take action to approve or provide direction</i> |

c) Coverage and Claims Committee (I)

*The Coverage and Claims Committee may give a verbal report in addition to discussing the following items: None*

**2) UNFINISHED BUSINESS**

- |       |   |  |
|-------|---|--|
| 25-29 | I | a) CARMA Insurance Renewal (A)   |
|       |   | <i>Members will receive a status regarding the insurance renewal; action may be taken for the July 1, 2020 renewal or direction given.</i> |

- |       |   |  |
|-------|---|--|
| 30-32 | I | b) ERMA Insurance Renewal (A)  |
|       |   | <i>Members will receive a status regarding the insurance renewal; action may be taken for the July 1, 2020 renewal or direction given.</i> |

- |    |       |  |
|----|-------|--|
| 33 | I & 2 | c) Excess Workers' Compensation Renewal (A)  |
|    |       | <i>Members will receive a status regarding the insurance renewal; action may be taken for the July 1, 2020 renewal or direction given.</i> |

- |  |   |  |
|--|---|--|
|  | I | d) Property and Excess Cyber Program Renewal (A)   |
|  |   | <i>Members will receive the following reports on the status of the APIP renewal and may take action or give direction.</i> |

- |                   |  |   |
|-------------------|--|---|
| 34-106<br>107-116 |  | 1. APIP and Excess Cyber Insurance Renewal<br>2. APIP Claims Reporting Acknowledgements |
|-------------------|--|---|

- |         |   |   |
|---------|---|---|
| 117-128 | I | e) MBASIA Board E&O (APPL) Proposal (A)   |
|         |   | <i>Members will review the APPL proposal and may take action or give direction.</i> |

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|---------|---|-----------|---|-----|
| 129-145 | / | f)        | MBASIA Crime (ACIP) Proposal<br><i>Members will review the ACIP proposal and may take action or give direction.</i>   | (A) |
| 146-151 | / | g)        | MBASIA AD&D Proposal<br><i>Members will review the AD&amp;D proposal and may take action or give direction.</i>   | (A) |
| 152-160 | / | h)        | Final 2020-21 Liability Budget<br><i>The final Liability Budget will be presented and the Board will take action to approve or amend.</i>   | (A) |
| 161-165 | / | i)        | Final 2020-21 Workers' Compensation Budget<br><i>The final Workers' Compensation Budget will be presented and the Board will take action to approve or amend.</i>   | (A) |
| 166-169 | / | j)        | Liability Claims Settlement Policy and Procedure: Proposed Changes<br><i>The Board will review proposed changes to the Liability Claims Settlement Policy and Procedure. Action may be taken to approve or amend.</i>   | (A) |
|         |   | <b>3)</b> | <b>NEW BUSINESS</b>   |     |
| 170     | / | a)        | MBASIA Banking:   | (A) |
| 171-172 |   | i.        | Santa Cruz County Bank Positive Pay   |     |
|         |   | ii.       | Liability Third Party Administrator George Hills Trust Checking<br><i>The Board will discuss the benefits of using positive pay and the Liability Third Party Administrator George Hills Trust Checking. Action may be taken to approve or direction given.</i> |     |
| 173     | / | b)        | COVID-19 Resources<br><i>Members will receive resources about best practices in response to COVID-19.</i>   | (I) |
| 174-177 | / | c)        | PRISM Excess Workers' Compensation – Communicable Disease Amendatory Endorsement<br><i>MBASIA will receive a copy of the Excess Workers' Compensation Communicable Disease Amendatory Endorsement.</i>  | (I) |
| 178-179 | / | d)        | MBASIA Memorandum of Coverage: Communicable Disease<br><i>The MBASIA Memorandum of Coverage will be reviewed to address the expo-sure of communicable disease. Action may be taken or direction given.</i>  | (A) |

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180-196 / e) Liability Claims Administrator Contract Term (A)  
*The current agreement with Risk Management Services will expire on December 31, 2020 with two one-year extension options to December 31, 2021 and December 31, 2022 contingent upon Board approval. Action may be taken or direction given.*

197-211 / f) CAJPA Public Entity Tort Liability Data Collection Feasibility Project (A)  
*Members will review the CAJPA Tort Feasibility Study. Action may be taken or direction given.*

212 / g) 2020-21 Program Year Calendar of Meetings (A)  
*Members will review the draft calendar of meetings and may amend.*

213-218 / h) Conflict of Interest Code – Biennial Review (A)  
*The Fair Political Practices Commission (FPPC) requires the agency to review its Conflict of Interest Code every two years. Members will review the Conflict of Interest Code and may take action or provide direction.*

**E. PROGRAM ADMINISTRATOR’S REPORT**

219-233 / 1) Concern EAP: Luma (I)  
*The Board will give feedback regarding the Concern EAP web platform, Luma.*

234 / 2) Long Range Planning Location and Agenda Discussion (A)  
*Staff will present a draft agenda of topics to be discussed at the Long Range Planning (LRP), the Board may take action or give direction.*

235-242 / 3) MBASIA Exposures and Coverages Review: (I)  
 Fiduciary Liability  
*The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.*

243-249 / 4) AB 1825/SB 1343 Sexual Harassment Training Tracking Implementation (I)  
*ERMA requires that its Members comply with the AB 1825 (supervisors) / SB 1343 (all employees) sexual harassment training. The Board will receive a status update from its Members.*

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**F. LOSS REPORT**

(A)

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

*Members will review the following Items:*

- a) Workers’ Compensation Administrator’s Report  
*AIMS, MBASIA’s Workers Compensation TPA, will provide a report on current claims status.*
  - i. MB170047 - Capitola
  - ii. MB170009 - Gonzales
  - iii. MB170019 - Gonzales
  - iv. MB190079 - Greenfield
  - v. 130600037 - Hollister
  - vi. MB160122 - Hollister
  - vii. MB180051 & MB160017 - King City
  
- b) Liability Third Party Administrator’s Report  
*Ken Maiolini will provide a verbal report on the status of current claims. Members will review the following Closed Session Items:*
  - i. Patterson v. Hollister
  - ii. Suarez v. King City
  - iii. Beam v. Scotts Valley

**RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS**

**G. CORRESPONDENCE / INFORMATION**

(I)

- 250 1) Next Board Meeting & ERMA Training Schedule

**H. GENERAL RISK MANAGEMENT ISSUES**

(I)

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

**ADJOURNMENT**