

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 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

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 A member may request an item be withdrawn from the Consent Calendar for discussion and action.

5-15

1) Approval of Minutes – November 14, 2025 Board of Directors Meeting

16-18

2) Service Calendar & Status of Deliverables

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- | | | | |
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| 19 | | 3) Bills and Correspondence | |
| | | a) Ratification of Disbursements | |
| 20-21 | | i. Month Ending October 31, 2025 | |
| 22-23 | | ii. Month Ending November 30, 2025 | |
| 24-25 | | iii. Month Ending December 31, 2025 | |
| | | b) Report of Investments - Pursuant to Gov't Section Code 53607 | |
| 26-40 | | i. Month Ending October 31, 2025 | |
| 41-55 | | ii. Month Ending November 30, 2025 | |
| 56-71 | | iii. Month Ending December 31, 2025 | |
| 72-76 | | c) Quarterly Financial Report as of September 30, 2025 | |
| 77-81 | | 4) Financial Plan Policy and Procedure – Adopted November 14, 2025 | |
| 82-96 | | 5) MBASIA Bylaws – Amended November 14, 2025 | |
| | | D. GENERAL RISK MANAGEMENT ISSUES | (I) |
| | | 4 <i>Subjects that are of interest to members; please provide a copy of any materials for the Program Administrators to distribute.</i> | |
| | | E. BOARD OF DIRECTORS | |
| | | 1) COMMITTEE REPORTS | |
| | | a) Executive and Finance Committee | |
| | | <i>The Executive and Finance Committee may give a verbal report in addition to discussing the following items:</i> | |
| 97-99 | 1 | 1. Budget Planning Process | (I) |
| | | <i>Members will receive an update regarding the upcoming scheduled Executive Committee Budget Planning Meeting.</i> | |
| | | b) Safety Committee | |
| | | <i>The Safety Committee may give a verbal report in addition to discussing the following items:</i> | |
| 100-102 | 1 | 1. MBASIA Safety Grant Funds | (I) |
| | | <i>Members will receive an update on requests made to date and will receive a status.</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> | |
| 103-110 | 1 | 1. Liability Attorney Defense Panel – Proposed Changes | (A) |
| | | <i>The Board will review the proposed changes to the Liability Attorney Panel and may take action or provide direction.</i> | |

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| | | d) Ad Hoc Committee | |
| | | <i>The Ad Hoc Committee may give a verbal report in addition to discussing the following items:</i> | |
| 111-138 | / | 1. Liability Memorandum of Coverage (MOC) – Proposed Changes | (A) |
| | | <i>The Ad Hoc Committee composed of Jamie Goldstein, City of Capitola, Layne Long, City of Marina, and Vibeke Norgaard, City of Sand City will provide the Board a recommendation on the proposed changes to the Liability MOC. Action may be taken or direction may be given.</i> | |
| | | 2) EXCESS RISK POOL REPRESENTATIVE REPORTS | |
| 139 | / | a) Report from CARMA Annual Workshop & Board of Directors Meeting | (I) |
| | | <i>Conor Boughey and Layne Long will provide a verbal update regarding the CARMA meeting.</i> | |
| 140 | / | b) Report from ERMA Annual Workshop & Board of Directors Meeting | (I) |
| | | <i>Conor Boughey and Paul Wood will provide a verbal update regarding the ERMA meeting.</i> | |
| | | 3) UNFINISHED BUSINESS | |
| 141-142 | 2 | a) MBASIA Equity Distribution Plan (EDP) | (I) |
| | | <i>The Board will receive a presentation on MBASIA's EDP effective July 1, 2026.</i> | |
| 143-164 | / | b) PRISM's Special Events Best Practices Policy | (I) |
| | | <i>Members will receive a copy of PRISM's Best Practice for Special Events.</i> | |
| | | 4) NEW BUSINESS | |
| 165-171 | / | a) Liebert Cassidy Whitmore Employment Relations Consortium 2026 Agreement | (A) |
| | | <i>The Board will review the Employment Relations Consortium renewal agreement and may take action to approve or provide direction.</i> | |
| 172-173 | / | b) Bay Actuarial Consultants Engagement Letter | (A) |
| | | <i>The Board will review the engagement letter from Jack Joyce at Bay Actuarial Consultants and may take action to execute or provide direction.</i> | |
| 174-180 | / | c) BRIOTIX Contract Renewal | (A) |
| | | <i>Members will review the ergonomics contract renewal with BRIOTIX. Action may be taken to approve or direction given.</i> | |
| 181 | / | d) ERMA: Alternate Representative Appointment | (A) |
| | | <i>The alternate position for ERMA is vacant. Members will take action to appoint a new representative.</i> | |

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- 182-191** / e) PRISM Premium Allocation Methodology Changes – Excess Workers’ Compensation (I)
The Board will receive information regarding PRISM’ premium allocation methodology changes.
- 192-201** / f) July 1, 2026 Property Insurance Renewals (I)
Members will receive information about the upcoming property renewal.
- 202-203** / g) MBASIA’s Loss Control Efforts (A)
The Board will receive information on the various loss control services offered to its Members. The Board may take action or give direction.
- 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. None
- b) Liability Third Party Administrator’s Report
George Hills will provide a closed session report.
- i. None
- RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS**
- F. PROGRAM ADMINISTRATORS’ REPORT**
- 204-208** / 1) MBASIA Exposures and Coverages Review: Property/Vehicles (I)
The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.
- 209-210** / 2) High Level Coverage Summary (I)
The Board will receive a coverage summary provided by MBASIA.
- 211-219** / 3) IRIC Manual Update (I)
The Board will receive information on the IRIC manual.
- G. CORRESPONDENCE / INFORMATION** (I)
- 220** / 1) Next Two Board Meetings & ERMA Training Schedule
- 221-240** / 2) PARMA Conference Information
- 241-252** / 3) MBASIA Service Team Contact List & Claims Reporting
- 253** / 4) MBASIA Schedule of Service Agreements

ADJOURNMENT