

### Member Cities

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

## AGENDA

**JPA:** MBASIA Board of Directors Meetings  
**DATES/TIMES:** Friday, November 6, 2015 at 9:00 AM  
**LOCATION:** Hotel Pacific  
300 Pacific Street  
Monterey, CA 93940  
Phone: 831-373-5700

### LEGEND:

A – Action may be taken  
I – Information

1 – Included  
2 – Handout  
3 – Separate  
4 – Verbal

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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            1) Approval of Minutes – June 22, 2015 Board of Directors Meeting  
*Members will review these minutes and may take action to approve or amend.*
- 1-8**            a) June 22, 2015 Board of Directors Meeting  
**9-10**            b) September 8, 2015 Board of Directors Meeting  
**11-12**            c) October 9, 2015 Board of Directors Meeting
- 13-14**    1            2) Service Calendar & Status of Deliverables (I)  
*The Program Administrators will provide an informational report on the status of ongoing action items.*
- 1            3) Bills and Correspondence
- 15**            a) Ratification of Disbursements  
**16**                    i. Month Ending June 30, 2015  
**17-18**                    ii. Month Ending July 31, 2015  
**19-20**                    iii. Month Ending August 31, 2015  
**21**                    iv. Month Ending September 30, 2015

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

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

#### **D. BOARD OF DIRECTORS**

##### 1) COMMITTEE REPORT

- 1            a) Executive and Finance Committee  
*The Executive and Finance Committee may give a verbal report in addition to discussing the following items:*

- None

(A)

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

**22-23** 1. Safety Grant Funds (A)  
*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.*
- 1 c) Coverage and Claims Committee  
*The Coverage and Claims Committee may give a verbal report in addition to discussing the following items:*

**24-34** 1. Summaries of Insurance (I)  
*A Summary of Insurance is provided annually as an easy reference guide to see purchased coverage at a glance.*
- 2) **UNFINISHED BUSINESS**

**35-39** 1 a) Status of the City of King’s Membership (A)  
*Members will receive a status update on the membership of the City of King and may take action regarding the City’s membership, Self-Insured Retention, and the City’s obligation to MBASIA.*
- 40-107** 1 b) Available Programs Provided by CSAC EIA (I)  
*Alliant will review all programs that the CSAC EIA offers, which are available to the group and on a per-City basis.*
- 3) **NEW BUSINESS**

**108** 3 a) Review of Items Discussed at Long Range Planning (A)  
*Members will review the following discussion points of the Long Range Planning session and may take action to assign tasks to Committees or give direction.*

  - 1. Liability Budget Review
  - 2. Workers’ Compensation Budget Review
  - 3. Volunteer Coverage
- TIME CERTAIN AT 9:00AM**

**109** 1 b) Financial Audit Update (A)  
*Charles Raibley of Crowe-Horwath will update the Pool on the status of the 2014/15 Financial Audit. Members may then take action or give direction.*
- 110-112** 1 c) Records Retention Policy and Procedure (A)  
*Conor Boughy will review the Records Retention Policy and discuss needed changes and updates. Members may take action on this item.*
- 113-117** 1 d) Conflict of Interest Code (A)  
*The California Secretary of State has issued new rules regarding the posting of Conflict of Interest Codes. The Administrators will give a brief outline of the new rules.*

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#### 4) **LOSS REPORT** (A)

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

*Members will review the following Items:*

##### **TIME CERTAIN AT 9:30AM**

- 3 a) Workers’ Compensation Administrator’s Report  
*The Workers Compensation TPA may provide a report on current claims.*

1. Thompson v. City of Capitola

- 3 b) Liability Third Party Administrator’s Report  
*Ken Maiolini from RMS will provide a closed session report.*

1. Garcia et al vs. King City

##### **RECONVENE – DISPOSITION OF CLOSED SESSION ITEMS**

##### **E. PROGRAM ADMINISTRATORS REPORT**

- None

##### **F. CORRESPONDENCE / INFORMATION**

- 118** 1 1) Next Board Meeting & Upcoming Training Sessions (A)  
*Due to scheduling complications, action make be taken to reschedule the April Board Meeting.*

- 119-123** 1 2) PARMA Conference Information (I)

##### **G. GENERAL RISK MANAGEMENT ISSUES** (I)

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

##### **ADJOURNMENT**