

## **MBASIA Board of Directors Meeting**

**Monday, January 25, 2021 at 9:30 AM**

### **LOCATION:**

**Video Teleconference**

### **Link:**

<https://alliantinsurance.zoom.us/j/93950753189?pwd=K2w3RFNqNFh4QThWaG9LbzROVmtCQT09>

**Meeting ID: 939 5075 3189**

**Passcode: 072759**

**Dial: (669) 900-6833**

### **MEMBERS PRESENT**

Jamie Goldstein, City of Capitola  
Rene Mendez, City of Gonzales  
Paul Wood, City of Greenfield  
Brett Miller, City of Hollister  
Andrea Marble, City of King City Alternate  
Layne Long, City of Marina  
Aaron Blair, City of Sand City  
Tina Friend, City of Scotts Valley  
Brent Slama, City of Soledad

### **MEMBERS ABSENT:**

Dino Pick, City of Del Rey Oaks

### **GUESTS & CONSULTANTS**

Nina Aguayo, City of Greenfield Alternate  
Alison Heller-Ono, Worksite International, Inc. *(joined at 10:15 AM and left at 10:50 AM)*  
Lynn Cavalcanti, Acclamation Insurance Management Services  
Lena Bowen, George Hills Company  
Ken Maiolini, George Hills Company  
Michael Simmons, Alliant Insurance Services  
Conor Boughey, Alliant Insurance Services  
Lorissa Huey, Alliant Insurance Services  
Marcus Beverly, Alliant Insurance Services

### **A. CALL TO ORDER**

Jamie Goldstein called the meeting to order at 9:30 AM.

**B. ORAL COMMUNICATIONS & PUBLIC COMMENTS**

There were no oral communications and public comments.

**C. CONSENT CALENDAR**

**C1. Approval of Minutes – November 13, 2020 Board of Directors Meeting**

**C2. Service Calendar & Status of Deliverables**

**C3. Bills and Correspondence**

A motion was made to approve the consent calendar.

**MOTION:** Rene Mendez

**SECOND:** Brett Miller

**MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

**D. BOARD OF DIRECTORS**

**D1. COMMITTEE REPORTS**

**D1a. Executive and Finance Committee**

**D1a1. Budget Planning Process**

Conor Boughey informed the Board that the Executive and Finance Committee will be starting the budget process for the July 1, 2021 renewal. The Committee will meet via teleconference (Zoom) in March 2021 to review the Liability and Workers' Compensation Budgets. The draft budgets will be available at the April 2021 Board Meeting.

**D1b. Safety Committee**

**D1b1. Safety Grant Funds – Request Status and Budget to Date**

Conor Boughey reminded the Board Members that the Safety Grant Program is in place and it allows Members to request up to \$7,500 to use towards risk control efforts. Also, the Members must make their requests prior to May 1st, at which time the remaining funds can be requested by another Member.

Included in the agenda packet was a list of what Members have requested so far.

No reportable action took place.

**D1c. Coverage and Claims Committee**

**D1c1. Policies and Procedures Review:**

**D1c1i. Liability Claims Handling Settlement Authority**

**D1c1ii. Workers’ Compensation Handling Settlement Authority**

Conor Boughey reported that the Liability and Workers’ Compensation Claims Handling Settlement Authority Policies and Procedures are attached to the agenda packet and the purpose of the Board Meeting’s discussion is to evaluate if the authority levels of the claims settlement authorities should be revisited.

The Board requested that in the Liability Claims Handling Settlement Policy and Procedure the Member with the Claims Administrator authority be changed from “\$0 to \$15,000” to “\$0 to \$25,000”.

Ken Maiolini, MBASIA’s Liability Claims Administrator made some updates to the Attorney Defense Panel.

A motion was made to amend the Liability Claims Handling Settlement Policy and Procedure as discussed and place it on the consent calendar at the April 2021 Board Meeting.

**MOTION:** Rene Mendez

**SECOND:** Brett Miller

**MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

## **D2. EXCESS RISK POOL REPRESENTATIVE REPORTS**

### **D2a. Employment Risk Management Authority (ERMA)**

#### **D2ai. Report from Board of Directors Meeting**

#### **D2aii. ERMA Reimbursement Program**

Conor Boughey announced to the Board that effective July 1, 2020, member agencies of MBASIA may request reimbursement of up to \$2,500 annually for employment and loss control activities through ERMA, the employment practices liability pool.

He reminded the Board that if MBASIA members seek employment-related training not included on ERMA's website or Members who may be unsure of the eligibility of an activity are welcomed to contact Mona Hedin, [Mona.Hedin@Sedgwick.com](mailto:Mona.Hedin@Sedgwick.com) for verification of the expense prior to submitting it for reimbursement.

## **D3. UNFINISHED BUSINESS**

### **D3a. Report from Long Range Planning**

#### **D3ai. State of the Market Report for City Council**

Conor Boughey reported that Alliant has created a State of the Market Report for City Council and is in the process of scheduling with the individual Members.

#### **D3aii. Police Risk Management Committee Meeting – Training**

Conor Boughey reported that the Police Chiefs met on December 14, 2020 and requested two trainings from Greg Fox for 1) supervisors/management and 2) for everyone else down the line.

The two training dates are set up for February 10 and 17, 2021.

#### **D3aiii. AIMS – Ad Hoc Committee**

Conor Boughey reported that the Ad Hoc Committee consisting of Tina Friend, Rene Mendez, Brett Miller, and Andrea Marble met on January 7, 2021. The second meeting is in process of being scheduled.

#### **D3aiv. Service Providers Feedback Summary and Action Items**

Conor Boughey provided the Board a verbal update regarding MBASIA's Service Providers: Bay Actuarial, LCW, George Hills, and a new proposed vendor for Ergonomics, Worksite International.

**D3b. Excess Workers’ Compensation Renewal**

Conor Boughey noted that the Version 2 PRISM renewal estimate as of January 2021 is included in the agenda packet. MBASIA is a member of PRISM’s Excess Workers’ Compensation Program with a \$250,000 Self Insured Retention (SIR). The next estimate, Version 3 will be provided at the April 2021 Board Meeting.

**D4. NEW BUSINESS**

**D4a. MBASIA Election of Officers**

A motion was made to elect the following slate of officers for 2021-2023:

- Rene Mendez, Chairperson
- Layne Long, Vice Chairperson
- Brett Miller, Secretary / Treasurer
- Jamie Goldstein, Past Chairperson

**MOTION:** Brett Miller

**SECOND:** Paul Wood

**MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

**D4b. Liebert Cassidy Whitmore Employment Relations Consortium 2021 Agreement**

Conor Boughey reported that the contract for the Liebert Cassidy Monterey Bay Area Employment Relations Consortium is up for renewal. The Cities of Capitola, Greenfield, Hollister, King City, Marina, Sand City, Scotts Valley, and Soledad are members.

A motion was made to approve the 2021 Liebert Cassidy Whitmore Employment Relations Consortium agreement.

**MOTION:** Tina Friend

**SECOND:** Brett Miller

**MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

**D4c. Santa Cruz County Bank – LAIF Interest Matching**

Conor Boughey reported that MBASIA has a long banking history with Santa Cruz County Bank. The bank and MBASIA worked through several funding issues to benefit both parties. MBASIA’s contact at the bank has retired, and one of the key benefits he provided to MBASIA was to match the interest rate of LAIF, since the contact’s retirement, the bank will no longer allow this and offer its current Money Market rate. As a result, the Program Administrators are seeking Board direction regarding MBASIA’s balance at the bank, and would like to consider moving all available funds to LAIF, and continue to use the bank for administrative checking account services.

A motion was made to more money into LAIF, ensure that there are no large fees when the account balance falls below a certain threshold, and to firm up in writing any agreements there are with the bank.

**MOTION:** Brett Miller

**SECOND:** Rene Mendez

**MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

**D4d. Worksite International Ergonomics Presentation**

Conor Boughey reminded the Board that at the November 2020 Board Meeting, the Board requested a new option for ergonomics services.

Alison Heller-Ono from Worksite International, Inc. was present at the meeting and provided the Board a presentation about the services that Worksite International offers.

Direction was given to the Program Administrators to work with Worksite International on a proposal for the next Board Meeting.

**D5. LOSS REPORT**

**D4a. Liability Claims Administrator’s Report**

**D4b. Workers’ Compensation Claims Administrator’s Report**

A motion was made to enter into Closed Session at 10:53 AM.

**MOTION:** Rene Mendez      **SECOND:** Paul Wood      **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

A motion was made to come out of Closed Session at 11:58 AM.

**MOTION:** Brett Miller      **SECOND:** Rene Mendez      **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Andrea Marble	Layne Long	Aaron Blair	Tina Friend	Brent Slama
Aye	X		X	X	X	X	X	X	X	X
Nay										
Abstain										

Jamie Goldstein reported out of Closed Session that direction was given to the Liability and Workers’ Compensation Administrators and there was no reportable action.

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

### **E1. MBASIA Exposures and Coverages Review: Eminent Domain & Inverse Condemnation**

Conor Boughey reminded the Board that at each meeting, Alliant will provide a brief summary of the different coverages provided to each Member Agency. At today's meeting, Conor discussed Eminent Domain & Inverse Condemnation.

The focus of the discussion was on the Liability Memorandum of Coverage and claims arising out of land use planning and regulation, including eminent domain and inverse condemnation.

### **E2. Major Program Coverage Chart**

Conor Boughey presented a chart that shows a brief summary of the coverage provided by MBASIA to the Member Agencies. All Members of MBASIA are part of the three major program coverages for MBASIA which are: CARMA (California Affiliated Risk Management Authorities) for Liability; ERMA (Employment Risk Management Authority) for Employment Practices Liability; and PRISM (Public Risk Innovation, Solutions, and Management) for Excess Workers' Compensation.

## **F. CORRESPONDENCE / INFORMATION**

### **F1. Next Two Board Meetings & ERMA Training Schedule**

The next two Board Meetings will be held on Monday, April 5, 2021 and Monday, June 14, 2021. Both meetings will be held via teleconference (Zoom).

**F2. PARMA Conference Information** – There was no discussion on this item.

**F3. PRISM Annual Report (first 4 pages)** – There was no discussion on this item.

## **G. GENERAL RISK MANAGEMENT ISSUES**

There were no General Risk Management Issues.

## **ADJOURNMENT**

Jamie Goldstein adjourned the meeting at 12:05 PM.