

**MINUTES OF THE
MBASIA BOARD OF DIRECTORS MEETING**

Monday, January 27, 2020 at 9:30 AM

**City Hall Council Chambers
1 Pendergrass Way
Sand City, CA 93955**

MEMBERS PRESENT

Jamie Goldstein, City of Capitola
Dino Pick, City of Del Rey Oaks
Paul Wood, City of Greenfield
Nina Aguayo, City of Greenfield Alternate
Brett Miller, City of Hollister
Steve Adams, City of King City
Andrea Marble, City of King City Alternate
Layne Long, City of Marina
Linda Scholink, City of Sand City Alternate
Aaron Blair, City of Sand City
Tina Friend, City of Scotts Valley
Francine Uy, City of Soledad Alternate

MEMBERS ABSENT

Rene Mendez, City of Gonzales

GUESTS & CONSULTANTS

Lynn Cavalcanti, AIMS
Ken Maiolini, Risk Management Services (*joined via teleconference at 10:45 AM*)
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. CONSENT CALENDAR

B1. Approval of Minutes – November 15, 2019 Board of Directors Meeting

B2. Service Calendar & Status of Deliverables

B3. Bills and Correspondence

A motion was made to approve the consent calendar.

MOTION: Dino Pick **SECOND:** Linda Scholink **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X		X	X	X	X	X	X	X
Nay										
Abstain										

C. ORAL COMMUNICATIONS & PUBLIC COMMENTS

C1. Introductions

Aaron Blair introduced himself as the new City Manager at the City of Sand City. The Board welcomed Aaron.

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, 2020 renewal. The Committee will meet a few times in March 2020 to review the Liability and Workers’ Compensation Budgets. The draft budgets will be available at the April 2020 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.

No reportable action took place.

D1b2. Mutual Aid Agreements by Member

Conor Boughey reminded the Board that at the November 2019 Board Meeting, direction was given to the Program Administrators to compile a one-page list of what each City provided as respects Mutual Aid Agreements. The list is attached in the agenda packet.

Direction was given to the Program Administrators to find another county's/city's best practices for emergency response.

D1c. Coverage and Claims Committee – None

D2. EXCESS RISK POOL REPRESENTATIVE REPORTS

D2a. Report from CARMA Long Range Planning & Board of Directors Meeting

Conor Boughey stated that CARMA is MBASIA's excess pool for General Liability and Auto Liability. He reported that CARMA is in a good financial condition given the very high jury verdict environment for public entities.

D2b. Report from ERMA Board of Directors Meeting

Conor Boughey stated that ERMA is MBASIA's excess pool for Employment Practices Liability. Brett Miller reported that ERMA's Long Range Planning and Board Meeting are in a couple of weeks.

D3. UNFINISHED BUSINESS

D3a. Report from Long Range Planning

D3ai. MBASIA’s Liability Legal Counsel - Ad Hoc Committee

At the November 2019 Long Range Planning, the Board created an Ad Hoc Committee composed of Dino Pick, City of Del Rey Oaks; Rene Mendez, City of Gonzales; Paul Wood, City of Greenfield; and Ken Maiolini, MBASIA’s Liability Claims Administrator. The Ad Hoc Committee created a draft MBASIA’s Attorney Defense Panel.

A motion was made to approve the MBASIA Attorney Defense Panel. Also, direction was given to agendize the Liability Claims Settlement Policy and Procedure for discussion at the April 2020 Board Meeting.

MOTION: Dino Pick **SECOND:** Brett Miller **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X		X	X	X	X	X	X	X
Nay										
Abstain										

D3aii. Crosswalk Design Immunity

Conor Boughey reported to the Board that the Program Administrators are in the process of obtaining information regarding crosswalk design immunity.

D3aiii. Cordico Wellness App

Conor Boughey reported that David Black at Cordico has provided MBASIA with a contract proposing 10 applications (1 application per Member) at \$6,240 per Member.

Direction was given to the Program Administrators to coordinate with Concern EAP on providing a webinar about LUMA.

D3aiv. AIMS Expected Claims Process Orientation for New Members

The Program Administrators have requested AIMS to provide an AIMS Expected Claims Progress Orientation to new Board Members. Lynn Cavalcanti reported that AIMS has one scheduled with the new Board Member, Aaron Blair from the City of Sand City.

D3av. Draft JPA Benchmarking Report

The Program Administrators presented two sample benchmarking reports from other JPAs.

The Board requested the Program Administrators to present a custom study with the JPAs that are comparable such as SCORE by the Long Range Planning.

D3b. Excess Workers’ Compensation Renewal

Conor Boughey noted that the Version 2 CSAC EIA renewal estimate as of December 2019 is included in the agenda packet. MBASIA is a member of CSAC EIA’s Excess Workers’ Compensation Program with a \$250,000 Self Insured Retention (SIR). The next estimate, Version 3 will be provided at the April 2020 Board Meeting.

Direction was given to the Program Administrators to evaluate a higher SIR of \$500,000.

D4. NEW BUSINESS

D4a. Liability Claims Administrator Contract Assignment

Ken Maiolini at Risk Management Services (RMS), MBASIA’s Liability Claims Administrator announced his intentions to take steps towards his retirement and merge his claims administration practice with George Hills and Company (GHC). This is part of Ken’s succession planning for clients and eventual retirement. During the meeting Ken discussed his plans to stay involved with MBASIA, as a new litigation manager is trained and made familiar with MBASIA.

A motion was made to approve the “Assignment” to the current RMS contract attached in the agenda packet.

MOTION: Linda Scholink **SECOND:** Brett Miller **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X		X	X	X	X	X	X	X
Nay										
Abstain										

D4b. Liebert Cassidy Whitmore Employment Relations Consortium 2020 Agreement

Conor Boughey reported that the contract for the Liebert Cassidy Whitmore Monterey Bay Employment Relations Consortium is up for renewal. The Cities of Capitola, Greenfield, Hollister, Marina, Sand City and Soledad are members of the Liebert Cassidy Employment Consortium and have direct access to their representatives. The City of Scotts Valley recently joined as reflected in the 2020 agreement included in the agenda packet.

A motion was made to approve the 2020 agreement.

MOTION: Linda Scholink **SECOND:** Dino Pick **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X		X	X	X	X	X	X	X
Nay										
Abstain										

D5. LOSS REPORT

D5a. Liability Third Party Administrator’s Report

D5b. Workers’ Compensation Administrator’s Report

A motion was made to enter into Closed Session at 11:01 AM.

MOTION: Brett Miller **SECOND:** Linda Scholink **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X		X	X	X	X	X	X	X
Nay										
Abstain										

A motion was made to come out of Closed Session at 11:35 AM.

MOTION: Brett Miller **SECOND:** Linda Scholink **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
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 Claims Administrators.

E. PROGRAM ADMINISTRATORS’ REPORT

E1. MBASIA Exposures and Coverages Review: Cyber Liability

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 Cyber Liability.

Members asked questions which were addressed.

E2. Excess Cyber Liability Proposal

Conor Boughey reported that Cyber Liability exposures continue to evolve rapidly and the coverage being purchased by Members is also changing. Staff seeks to update the Board on current buying trends to be sure Members are informed. Included in the agenda packet was a proposal for MBASIA to consider purchasing excess limits.

A motion was made to bind option 3 as proposed.

MOTION: Brett Miller **SECOND:** Layne Long **MOTION CARRIED**

	Jamie Goldstein	Dino Pick	Rene Mendez	Paul Wood	Brett Miller	Steve Adams	Layne Long	Linda Scholink	Tina Friend	Francine Uy
Aye	X	X			X		X	X	X	X
Nay										
Abstain										

E3. Quick Coverage Review

Conor Boughey stated that included in the agenda packet is a chart that shows a brief summary of the coverage provided by MBASIA to the Member Agencies. All member cities of MBASIA are part of the 3 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 CSAC-EIA (California State Association of Counties – Excess Insurance Authority) for Excess Workers' Compensation.

E4. Evidence Only Certificates

Conor Boughey reported that included in the agenda packet are the current year's evidence only certificates that are to be utilized when showing evidence of coverage when it is required by a contract. He advised the Board Members to provide their Cities' certificate to each City Department Head.

F. CORRESPONDENCE / INFORMATION

F1. Next Two Board Meetings & ERMA Training Schedule

The next two Board Meetings will be on Monday, April 6, 2020 in Salinas and Monday, June 15, 2020 in Sand City, both starting at 9:30 AM unless otherwise stated.

F2. PARMA Conference Information – No discussion on this item.

F2a. CSAC EIA Annual Report (first 3 pages) – No discussion on this item.

F2b. CSAC EIA Risk Control Services for Peace Officers – No discussion on this item.

G. GENERAL RISK MANAGEMENT ISSUES

There were no General Risk Management Issues.

ADJOURNMENT

Jamie Goldstein adjourned the meeting at 11:55 AM.