

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 27, 2025 at 9:00 AM

LOCATION: Video Teleconference

Link:
<https://alliantinsurance.zoom.us/j/94868912699?pwd=aDh2VUNhT09rc2dneUZHbUdhQUZvdz09>
Meeting ID: 948 6891 2699
Passcode: 595192
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 A member may request an item be withdrawn from the Consent Calendar for discussion and action.

6-16
17-19

- 1) Approval of Minutes – November 8, 2024 Board of Directors Meeting
- 2) Service Calendar & Status of Deliverables

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| | | | |
|---------|-------|---|-----|
| 20 | | 3) Bills and Correspondence | |
| | | a) Ratification of Disbursements | |
| 21-22 | | i. Month Ending October 31, 2024 | |
| 23-24 | | ii. Month Ending November 30, 2024 | |
| 25-26 | | iii. Month Ending December 31, 2024 | |
| | | b) Report of Investments - Pursuant to Gov't Section Code 53607 | |
| | | i. Month Ending October 31, 2024 | |
| | | ii. Month Ending November 30, 2024 | |
| | | iii. Month Ending December 31, 2024 | |
| | | c) Quarterly Financial Report as of September 30, 2024 | |
| 27-40 | | 4) MBASIA Confirmation Letter No Volunteer Workers' Compensation Resolution | |
| 41-54 | | 5) Concern EAP Renewal Contract | |
| 55-68 | | | |
| 69-73 | | | |
| 74 | | | |
| 75-122 | | | |
| | | 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> | |
| 123-125 | 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> | |
| 126-128 | 1 | 1. MBASIA Safety Grant Funds – Request Status and Budget to Date | (I) |
| | | <i>Members will receive an update on requests made to date.</i> | |
| 129-130 | 1 | 2. ERMA Training and Risk Management Activity Reimbursement Request | (I) |
| | | <i>The MBASIA Board will receive a status and information regarding ERMA's Training and Risk Management Activity Reimbursement Request.</i> | |
| 131 | 1 & 2 | 3. Proposed Changes to Safety Grant Policy and Procedure | (A) |
| | | <i>The Committee has made a recommendation to the Board regarding proposed changes to the Safety Grant Policy and Procedure. Action may be taken to adopt, amend or direction may be given.</i> | |

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- 132-166 1 c) Coverage and Claims Committee
The Coverage and Claims Committee may give a verbal report in addition to discussing the following items:

 - 1. Liability Claims Administrators – Proposed Renewal Extension (A)
Members will review the proposed renewal Extension with George Hills, the Liability Claims Administrator. Action may be taken or direction given.
 - 4 2. Claim File Defense Counsel Fees (I)
The Board will receive a verbal report addressing the handling of defense counsel fees on claim files.

 - 167-168 1 d) Police Risk Management Working Group
The Board will receive a verbal report in addition to discussing the following items.

 - 1. Report from Police Risk Management Working Group Meeting held on (A)
January 13, 2025
The Board will receive an update from the Police Group Meeting and may take action or provide direction.

 - 169 1 2) EXCESS RISK POOL REPRESENTATIVE REPORTS

 - a) Report from CARMA Annual Workshop & Board of Directors Meeting (I)
Conor Boughey and Layne Long will provide a verbal update regarding the CARMA meeting.
 - 170 1 b) Report from ERMA Annual Workshop & Board of Directors Meeting (I)
Conor Boughey and Paul Wood will provide a verbal update regarding the ERMA meeting.

 - 171 1 3) UNFINISHED BUSINESS

 - a) Report from Strategic Planning (A)
Members will review the following discussion points from the Strategic Planning session and may take action to or give direction.
- TIME CERTAIN 10:00 AM**
- i. Ergonomics Presentation from Bob Patterson, BRIOTIX
 - ii. Loss Control
 - 1. DKF Live Webinar for Public Works
 - 2. Best Practices for Youth Instructors
 - iii. Job Evaluation Training
 - iv. Parametric Insurance
- 246-249
- 250-265 1 b) Member Activities: Hollister Rally (A)
The Board will discuss this topic and may take action or provide direction.

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- 266-274 1 c) 2025 Risk Summit Date, Location and Agenda Discussion (A)
The Board will discuss the 2025 Risk Summit date and location and may take action to approve or provide further direction.
- 275 1 4) NEW BUSINESS (A)
 - a) MBASIA Election of Officers (A)
Members will elect or appoint the new Officers for MBASIA. Action may be taken to approve or direction given.
- 276-288 1 b) Liebert Cassidy Whitmore Employment Relations Consortium 2025 Agreement (A)
The Board will review the Employment Relations Consortium renewal agreement and may take action to approve or provide direction.
- 289-292 1 c) Bay Actuarial Consultants Engagement Letter (A)
 - i. Actuarial Study
 - ii. Cost Allocation for Member*The Board will review the engagement letter from Jack Joyce at Bay Actuarial Consultants and may take action to execute or provide direction.*
- 293 1 d) MBASIA Website Overview (A)
The Board will receive a website overview and may provide take action or provide direction.
- 294 1 e) July 1, 2025 Property Insurance Renewals (I)
Members will receive information about the upcoming property renewal.
- 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
- 295-297 1 1) Insurance Renewal Tracking List (I)
Members will receive information on the insurance renewal tracking list that is sent every two weeks to the Board.

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298-302 / 2) MBASIA Exposures and Coverages Review: Volunteers (I)
The Program Administrators will provide a coverage review on the various coverages that MBASIA has to ensure that all exposures are accounted for.

303-304 / 3) High Level Coverage Summary (I)
The Board will receive a coverage summary provided by MBASIA.

305-317 / 4) MBASIA Resource Guide (I)
Members will receive a resource guide of services provided.

318-326 / 5) Announcement of Quarterly Training Opportunities (I)
The Board will receive information about training opportunities.

G. CORRESPONDENCE / INFORMATION (I)

327 / 1) Next Two Board Meetings & ERMA Training Schedule

328-345 / 2) PARMA Conference Information

346-358 / 3) MBASIA Service Team Contact List & Claims Reporting

359 / 4) MBASIA Schedule of Service Agreements

ADJOURNMENT