



**MINUTES OF THE
NCCSIF EXECUTIVE COMMITTEE TELECONFERENCE MEETING
MAY 19, 2016**

COMMITTEE MEMBERS PRESENT

| | |
|-----------------------------------|-------------------------------------|
| Jon Hanken, City of Ione | Dave Warren, City of Placerville |
| Michael Daly, City of Jackson | Tim Sailsbery, City of Willows |
| Corey Shaver, City of Nevada City | Natalie Springer, City of Yuba City |
| Liz Ehrenstrom, City of Oroville | |

COMMITTEE MEMBERS ABSENT

| | |
|-----------------------------|------------------------------------|
| Toni Benson, City of Colusa | Paula Islas, City of Galt |
| Jim Francis, City of Folsom | Satwant Takhar, City of Marysville |

CONSULTANTS & GUESTS

| | |
|---|----------------------------------|
| Marcus Beverly, Alliant Insurance Services | Dori Zumwalt, York Risk Services |
| Michael Simmons, Alliant Insurance Services | Ben Burg, York Risk Services |
| Raychelle Maranan, Alliant Insurance Services | Lela Casey, York Risk Services |

A. CALL TO ORDER

Mr. Dave Warren called the meeting to order at 11:01 a.m.

Roll call was made and the above mentioned members were present constituting a quorum.

B. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

| | | |
|---|---------------------------|-----------------------|
| Motion: Liz Ehrenstrom | Second: Jon Hanken | Motion Carried |
| Ayes: Daly, Shaver, Warren, Springer | | |

C. PUBLIC COMMENTS

There were no public comments.

D. CONSENT CALENDAR

1. Executive Committee Meeting Minutes - March 31, 2016
2. Executive Committee Meeting Minutes - September 24, 2015
3. Check Register from March 1, 2016 to April 30, 2016
4. Investment Reports
 - a. Chandler Asset Management Short/Long Term - April 2016
 - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2016
 - c. Treasurer's Report as of March 31, 2016



5. Agreement for Financial Accounting and Consulting Services - Addendum 1

A motion was made to approve the Consent Calendar as presented.

Motion: Jon Hanken **Second:** Liz Ehrenstrom **Motion Carried**
Ayes: Daly, Shaver, Warren, Springer

E. ADMINISTRATION REPORTS

E1. President's Report

Mr. Dave Warren had no items to report.

E2. Program Administrator's Report

Mr. Marcus Beverly had no items to report.

F. JPA BUSINESS

F1. Service Provider Contract Renewals

F1a. Review and Approval of Bickmore's Risk Control Services Contract

Mr. Marcus Beverly indicated that the Risk Management Committee approved option one with an additional day for the focused risk assessment. The cost for the fourth service day is \$750 per member for budget increase of \$16,500. This is a three-year agreement renewal effective July 1, 2016 through June 30, 2019. It was clarified that the Hazard & Safety Assessment is the fourth service day.

A motion was made to approve Bickmore's three-year agreement for Safety and Risk Control Services with one minor revision to clearly specify the additional service day in the contract and recommended for the Board to accept and file.

Motion: Liz Ehrenstrom **Second:** Natalie Springer **Motion Carried**
Ayes: Hanken, Daly, Shaver, Warren

F1b. Review and Approval of York's Workers' Compensation Claims Administration Contract

It was noted that a follow-up survey for York's Workers' Compensation (WC) Claims Administration Services was sent to all members to gather more information in order to determine the plan of action to address the concerns of some members from the original service provider survey and Board discussion from the last meeting regarding WC claims management.

This item was tabled to the June Board meeting pending result of the follow-up survey.



F1c. Review and Approval of York's Liability Claims Administration Contract

Mr. Marcus Beverly indicated that York Risk Services has agreed to extend their contract for Liability Claims Administration for three years, effective July 1, 2016 through June 30, 2019, with a 2% increase in the hourly rate in each year, plus adjuster's time and expense is billed directly to the claim.

The Committee is in agreement with the three-year extension and the new terms however, the actual agreement was not included in the agenda packet.

A motion was made to approve the three-year extension of York's Liability Claims Administration Services pending receipt of actual contract and recommended for the Board to accept and file.

Motion: Liz Ehrenstrom **Second:** Michael Daly **Motion Carried**
Ayes: Hanken, Shaver, Warren, Springer

F2. Police Risk Management Committee Grant Funds Allocation and Usage

Mr. Marcus Beverly indicated that the Police Risk Management Committee (PRMC) approved the allocation of the 15/16 grant at its May 5, 2016, meeting. As the needs of each member agency differs the PRMC would like the option to use the grant for other risk management needs specifically for those agencies that fully funded their body camera program. The process to request the use of the police grant follows the same process as the NCCSIF's Risk Management Reserve Fund Policy.

A motion was made to approve the 15/16 Police Risk Management Grant Funds Allocation with primary use for Body Camera Program and video storage solution with option to use the grant for other risk management functions if the member agency Body Camera Program is fully funded.

Motion: Liz Ehrenstrom **Second:** Natalie Springer **Motion Carried**
Ayes: Hanken, Daly, Shaver, Warren

F3. FY 16/17 Preliminary NCCSIF Administration Budget

Mr. Marcus Beverly provided an overview of the changes in the preliminary budget for FY 16/17. Mr. Beverly noted that there was a significant increase in the State Funding/Fraud Assessment in the current year 15/16 of about 20% than what was budgeted for. Mr. Beverly indicated that he does not anticipate a significant increase this year, but noted a 5% increase in the preliminary budget for the State Funding/Fraud Assessment. The other notable change in the budget is the Computer Services for the new accounting software of \$8,400. The Lexipol Policy Manual Updates have increased significantly by 25%, \$26,296, to \$132,546. It was noted Lexipol have not had a price increase since 2012. Overall the budget increase is 4% over last year's budget.



A motion was made to recommend the proposed budget to the Board.

Motion: Michael Daly

Second: Liz Ehrenstrom

Motion Carried

Ayes: Hanken, Shaver, Warren, Springer

F4. FY 16/17 Crime Insurance Renewal Update

Mr. Marcus Beverly indicated that Alliant Crime Insurance Program (ACIP) provided quote to NCCSIF this year, in the past ACIP declined to provide a quote due to loss history. ACIP provided quote for \$1 million, \$3 million and \$5 million coverage limits with \$5,000 deductible. The ACIP Program is written through AIG and through the same underwriter. ACIP provides broader coverage than the AIG stand-alone policy.

Mr. Mike Simmons provided an examples of crime claims. He mentioned that the \$1 million dollar limit does not go as far as it used to and he highly recommend members buy a higher limit of coverage.

Information only.

F5. Round Table Discussion

None.

G. INFORMATION ITEMS

1. NCCSIF Organizational Chart
2. NCCSIF 2016 Meeting Calendar
3. NCCSIF Travel Reimbursement
4. NCCSIF Resource Contact Guide

There was no discussion on these items.

H. ADJOURNMENT

This meeting was adjourned at 11:44 a.m.

NEXT MEETING DATE: September 29, 2016 in Rocklin, CA

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Corey Shaver", is written over a horizontal line.

Corey Shaver, Secretary

9/29/16

Date