



President
Ms. Liz Ehrenstrom
City of Oroville

**NCCSIF
EXECUTIVE COMMITTEE
MEETING**

Vice President
Ms. Karin Helvey
City of Gridley

Treasurer
Mr. Tim Sailsbery
City of Willows

Secretary
Ms. Gina Will
Town of Paradise

Date: Thursday, November 15, 2012
Time: 10:30 a.m.

Location: Residence Inn Chico
2485 Carmichael Drive
Chico, CA 95928

A – Action
I – Information

1 – Attached
2 – Hand Out
3 – Separate Cover
4 – Verbal
5 – Previously Mailed

MISSION STATEMENT

The Northern California Cities Self Insurance Fund, or NCCSIF, is an association of municipalities joined to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner while providing members with broad coverage and quality services in risk management and claims management.

AGENDA

A. CALL TO ORDER

B. PUBLIC COMMENTS

This time is reserved for members of the public to address the Executive Committee on matters pertaining to NCCSIF that are of interest to them.

C. APPROVAL OF AGENDA AS POSTED

A 1

pg. 01 **D. CONSENT CALENDAR**

A 1

All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or the Executive Committee may request any item to be considered separately.

- pg. 02 1. Executive Committee Teleconference Meeting Draft Minutes – September 13, 2012
pg. 07 2. Check Register as of September 30, 2012
3. Investment Reports
pg. 09 a. LAIF as of September 30, 2012
pg. 10 b. Chandler Asset Management Report for October 2012 Short/Long Term



pg. 16	E. MINUTES AND REPORTS	I	1
	<i>Minutes and/or reports are provided from the Executive Committee for review. These are provided as information only; and may be discussed or received and filed.</i>		
pg. 17	1. Risk Management Committee Draft Minutes – October 15, 2012		
pg. 21	2. Board of Directors Meeting Draft Minutes – October 15, 2012		
pg. 27	3. Claims Committee Teleconference Draft Minutes – September 13, 2012		
pg. 28	4. CJPRMA Investment Report ending September 30, 2012		
pg. 33	5. CSAC EIA Investment Report ending September 30, 2012		
	F. ADMINISTRATION REPORTS	I	4
	1. President’s Report		
	<i>Liz Ehrenstrom will address the Committee on items pertaining to NCCSIF.</i>		
	2. Program Administrator’s Report	I	4
	<i>Staff will address the Committee on items pertaining to NCCSIF.</i>		
	G. FINANCIAL REPORTS		
pg. 35	1. Quarterly Financial Report for Period Ending September 30, 2012	A	1
	<i>The Executive Committee will review the quarterly financials and take action to Receive and File or give direction.</i>		
	H. JPA BUSINESS		
pg. 54	1. 2013 Executive Committee Rotation Schedule	A	1
	<i>The Executive Committee will be asked to review and approve the proposed 2013 Executive Committee Rotation Schedule.</i>		
pg. 57	2. 2013 Nominating Committee and Nomination of Officers	A	1
	<i>The Executive Committee will be asked to appoint a Nominating Committee for election of officers and the Executive Committee for 2013 to be approved by the Board of Directors.</i>		
pg. 60	3. Resolution 13-01 Authorizing Investment of Monies in LAIF	A	1
	<i>The Executive Committee will be asked to review and recommend approval to the Board of Directors, Resolution 13-01 authorizing the new officers to deposit or withdraw monies in the Local Agency Investment Fund (LAIF).</i>		
pg. 62	4. 2013 NCCSIF Board and Committee Meeting Calendar	A	1
	<i>The Executive Committee will be asked to review and approve the 2013 Meeting Calendar.</i>		
pg. 64	5. 2013 NCCSIF Service Calendar	I	1
	<i>The Executive Committee will be asked to review, receive and file the 2013 NCCSIF Service Calendar.</i>		



pg. 72	6. 2013/14 Insurance Market update and Renewal Marketing Plan	I	1
	<i>Annually, the Executive Committee receives an insurance market update and renewal marketing plan from the program administrator to be proposed to the Board of Directors at the January 2013 meeting.</i>		
pg. 75	7. Long Range Planning Session	A	1
	<i>The Executive Committee will review the proposed Draft Agenda for the Long Range Planning Session and propose any amendments as necessary.</i>		
pg. 79	8. January Executive Committee Meeting	A	1
	<i>The Committee will be asked to discuss scheduling a January Executive Committee Meeting to solidify items discussed at the LRP Session to be presented at the Board of Directors Meeting on January 17, 2013.</i>		

I. INFORMATION ITEMS

pg. 80	1. NCCSIF Board Members and Alternates
pg. 82	2. NCCSIF Meeting Calendar 2012
pg. 83	3. NCCSIF Travel Reimbursement Form
pg. 84	4. PARMA Annual Conference – February 3 – 6, 2013 at Rancho Mirage, CA
pg. 85	5. NCCSIF Resource Contact Guide

J. ADJOURNMENT

UPCOMING MEETINGS

Long Range Planning Session – December 13, 2012

Executive Committee Meeting – January TBD

Risk Management Committee Meeting – January 17, 2013

Board of Directors Meeting – January 17, 2013

Police Risk Management Committee Meeting – January, 2013

Per Government Code 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 Johnny Yang at Alliant Insurance at (916) 643-2712.

The Agenda packet will be posted on the NCCSIF website at www.nccsif.org. Documents and material relating to an open session agenda item that are provided to the NCCSIF Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 1792 Tribute Road, Suite 450, Sacramento, CA 95815.

Access to some buildings and offices may require routine provisions of identification to building security. However, NCCSIF 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



**Executive Committee Meeting
November 15, 2012**

Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

ISSUE: The Executive Committee should review items on the Consent Calendar and, if there is any item requiring clarification or amendment, such item(s) should be pulled from the Consent for separate discussion as agendized. The Executive Committee should approve the Consent Calendar excluding those items removed for discussion. Any items removed from Consent will be agendized later during the meeting as recommended by the President and approved by the Committee.

RECOMMENDATION: It is the recommendation of Staff to approve the Consent Calendar after review by the Executive Committee.

FISCAL IMPACT: None.

BACKGROUND: The Committee places the following items on the Consent Calendar for approval. The Committee may approve the Consent Calendar items as presented, or any individual may request that an item be pulled for discussion and separate action during the meeting. Remaining items would then be approved by action of the Committee.

ATTACHMENT(S):

1. Executive Committee Teleconference Meeting Draft Minutes – September 13, 2012
2. Check Register as of September 30, 2012
3. Investment Reports
 - a. LAIF as of September 30, 2012
 - b. Chandler Asset Management Report for October 2012 Short/Long Term



**MINUTES OF THE
NCCSIF EXECUTIVE COMMITTEE MEETING
TELECONFERENCE
SEPTEMBER 13, 2012**

MEMBERS PRESENT

John Brewer, City of Corning
Karin Helvey, City of Gridley
Liz Ehrenstrom, City of Oroville
Sandy Ryan, City of Red Bluff
Tim Sailsbery, City of Willows
Steve Kroeger, City of Yuba City
Gina Will, Town of Paradise

MEMBERS ABSENT

Jeff Kiser, City of Anderson

GUESTS & CONSULTANTS

Susan Adams, Alliant Insurance Services
Johnny Yang, Alliant Insurance Services
Laurence Voiculescu, Alliant Insurance Services
Alana Theiss, James Marta & Company
Craig Wheaton, York Risk Services
Ben Burg, York Risk Services

A. CALL TO ORDER

The meeting was called to order at 10:32 a.m.

B. PUBLIC COMMENTS

There were no public comments made.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Steve Kroeger **SECOND:** Tim Sailsbery **MOTION CARRIED**

D. CONSENT CALENDAR

1. Executive Committee Teleconference Meeting Draft Minutes – July 19, 2012
2. Check Register at June 30, 2012
3. Investment Reports
 - a. LAIF as of June 30, 2012
 - b. Chandler Asset Management – Short/Long Term – June, July & August, 2012
 - c. Treasurer's Report as of June 30, 2012
4. Utilization Report for Safety Grant Funds as of June 30, 2012
5. Letter of Opposition AB 2451 (Perez)

A motion was made to approve the Consent Calendar.

MOTION: Gina Will **SECOND:** Sandy Ryan **MOTION CARRIED**

E. MINUTES AND REPORTS

1. Board of Directors Meeting Draft Minutes – June 14, 2012
2. Risk Management Committee Meeting Draft Minutes – June 14, 2012
3. Claims Committee Meeting
 - a. Claims Committee Meeting Minutes – May 10, 2012
 - b. Closed Session Items Management via Teleconference (Verbal)
4. CJPRMA Investment Report ending June 30, 2012
5. CSAC EIA Investment Report – Quarter ending June 30, 2012

These items are provided as information only.

F. FINANCIAL REPORTS

F1. Quarterly Financial Report for Period Ending June 30, 2012

Ms. Alana Theiss from James Marta & Company gave a presentation regarding the Quarterly Financial Report for Period Ending June 30, 2012. Ms. Theiss advised that the pool itself showed a loss which was due to dividends paid out of \$4.4 million. The NCCSIF Liability Shared Risk layer is currently in a deficit of \$865,000 which should be discussed by Board. This was due to large claims paid as well as large adjustments. Mr. James Marta will be available to discuss the item in further detail with the Board of Directors. She then advised that the NCCSIF Workers' Compensation Shared Risk layer equity remains healthy noting that the actuary decreased the WC Shared Risk liabilities from previous years.

A motion was made to receive and file the Quarterly Financial Report for Period Ending June 30, 2012.

MOTION: Tim Sailsbery **SECOND:** Sandy Ryan **MOTION CARRIED**

F2. Update on YE 2012 Financial Audits

Ms. Theiss provide the Committee with an update on the NCCSIF Financial Audits for Year Ending 2012 advising that a draft has been received showing no adjustments. The Committee requests a Finance Committee meeting to be scheduled to review the Draft Financial Audits. Ms. Theiss will schedule the meeting accordingly.

G. JPA BUSINESS

G1. Review of Preliminary 2013 Meeting Calendar

Ms. Adams explained to the Committee that the Preliminary 2013 Meeting Calendar primarily schedules upcoming meetings on the third Thursdays of each scheduled month with exceptions to those conflicting with CJPRMA meeting dates. No action was taken on this item.

G2. Long Range Planning Items

G2a. Long Range Planning Items List

The Long Range Planning Items list is presented as an information item and will be a working document detailing the needs of the JPA.

G2b. Discussion of December 13, 2012 Long Range Planning Meeting

Ms. Adams advised that in order to receive the CAJPA Accreditation with Excellence a JPA must have a Long Range Planning Session every three years. Staff recommends considering Long Range Planning session as a part of a regular Board meeting in December to address the financial components of the NCCSIF pool that are currently impacted due to the economy which would include the following: Issues with the Liability shared layer; Confidence level funding; Investment income rates used for discounting losses; Assessments and Distributions from Retrospective Rating programs; and Financial solvency of members.

Upon further discussion, the Committee decided to hold a Long Range Planning meeting prior to NCCSIF's December Board of Directors meeting recognizing the time constraint presented at the previous Long Range Planning/Board of Directors meeting in the prior year. Staff will present possible meeting dates to the Board of Directors for approval at the October 18, 2012 Board of Directors meeting.

A motion was made to approve a Long Range Planning meeting prior to the December 13, 2012 Board of Directors meeting.

MOTION: Steve Kroeger **SECOND:** Karin Helvey **MOTION CARRIED**

G3. Lunchtime Presentation

Ms. Adams advised that staff has provided a list of presentations for upcoming Board of Directors meetings upon which Mr. Tim Sailsbery suggested removing the Investment Report from Chandler and requesting Chandler to present to NCCSIF on an annual basis.

Mr. Kroeger suggested having members discuss past claims and their approach for other members to take home. Ms. Adams advised that York would be able to provide a presentation regarding losses that occurred within other entities that may pertain to NCCSIF members.

A motion was made to approve the list of recommended lunchtime presentations as discussed above.

MOTION: Steve Kroeger **SECOND:** Karin Helvey **MOTION CARRIED**

G4. Property Appraisals

Ms. Adams advised that staff has issued a Request for Proposal (RFP) which was sent to seven vendors of which three proposals were received from American Appraisal, AssetWorks, and Cbiz. The proposals included property and contents for all members based on the current schedule of locations that is used for the PEP program. Out of the three proposals AssetWorks offered the lowest price at \$120,500. Ms. Adams advised that the Executive Committee approved a budget of \$70,000 for the Property Appraisals and suggested delaying the property appraisals another year due to budgetary purposes.

Mr. Kroeger suggested discussing the possibility of splitting the cost over a two year period. Upon further discussion the Committee directed staff to approach AssetWorks with a two year agreement option.

A motion was made to request a 2 year agreement option from AssetWorks splitting the cost of the NCCSIF property appraisals over two years.

MOTION: Tim Sailsbery **SECOND:** Steve Kroeger **MOTION CARRIED**

G5. CAJPA Accreditation Update

Ms. Adams explained that the CAJPA Audit was finalized at the June 11, 2012 CAJPA Accreditation Board meeting and NCCSIF was approved for "Accreditation with Excellence". \$5,850 was budgeted and paid for the 2011/12 fiscal year for this review and Accreditation with Excellence results in a \$7,500 credit towards NCCSIF's Excess Workers' Compensation premium with CSAC-EIA. An award will be presented by a representative from CAJPA at the next Board of Directors meeting in October.

G6. Police Risk Management Committee Meeting Discussion

Ms. Adams advised that a Police Risk Management Committee meeting was held on August 13, 2012 at Yuba City Police Department with a great turnout. The Police Risk Management Committee reviewed losses, discussed exposures and hosted a training session. Ms. Adams also noted the Police Risk Management issues which were brought to light that are in need of financial assistance possible from the JPA. Also, a Chair and Vice-Chair were appointed at the Police Risk Management Committee meeting who will attend the Risk Management Committee meetings to report items pertaining to the Police Risk Management Committee.

A motion was made to continue the Police Risk Management Committee meetings on a quarterly basis.

MOTION: Steve Kroeger **SECOND:** John Brewer **MOTION CARRIED**

H. INFORMATION ITEMS

- H1. CAJPA Conference – September 18, 2012 in South Lake Tahoe, CA**
- H2. NCCSIF Meeting Calendar 2012**
- H3. NCCSIF Resource Contact Guide**
- H4. PARMA Conference – February 3 – 6, 2013 at Rancho Mirage, CA**

These items were provided as information only.

I. ADJOURNMENT

The meeting was adjourned at 11:20 a.m.

Northern California Cities Self Insurance Fund
Check/Voucher Register - '
From 7/1/2012 Through 9/30/2012

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
7900	7900	Check deleted after printing. Not Posted.		0.00
7902	7902	Check deleted after printing. Not Posted.		0.00
7903	7903	Check deleted after printing. Not Posted.		0.00
7904	7904	Check deleted after printing. Not Posted.		0.00
7905	7905	Check deleted after printing. Not Posted.		0.00
7907	7907	Check deleted after printing. Not Posted.		0.00
7908	7908	Check deleted after printing. Not Posted.		0.00
7909	7909	Check deleted after printing. Not Posted.		0.00
7910	7910	Check deleted after printing. Not Posted.		0.00
7911	7911	Check deleted after printing. Not Posted.		0.00
7912	7912	Check deleted after printing. Not Posted.		0.00
7913	7913	System Generated Check/Vouch€ Chandler Inc.	7/5/2012	4,773.00
7914	7914	System Generated Check/Vouch€ James Marta	7/5/2012	5,044.00
7915	7915	System Generated Check/Vouch€ Alliant Insurance Servic	7/5/2012	44,900.00
7916	7916	System Generated Check/Vouch€ Bickmore Risk Services	7/5/2012	8,628.33
7917	7917	System Generated Check/Vouch€ City of Dixon	7/5/2012	300.00
7918	7918	System Generated Check/Vouch€ CSAC Excess Insuranc	7/5/2012	10,836.68
7920	7920	System Generated Check/Vouch€ LEXIPOL LLC	7/5/2012	92,650.00
7921	7921	System Generated Check/Vouch€ Catrina Olson	7/5/2012	87.70
7922	7922	System Generated Check/Vouch€ Crystal Peters	7/5/2012	55.50
7923	7923	System Generated Check/Vouch€ Kristine Wilfong	7/5/2012	53.28
7924	7924	System Generated Check/Vouch€ Sandy Ryan	7/5/2012	278.61
7925	7925	System Generated Check/Vouch€ Susan Adams	7/5/2012	888.40
7926	7926	System Generated Check/Vouch€ Alliant Insurance Servic	7/19/2012	755,350.00
7927	7927	System Generated Check/Vouch€ Occu-Med Inc.	7/19/2012	1,500.00
7928	7928	System Generated Check/Vouch€ California Association o	7/19/2012	450.00
7929	7929	System Generated Check/Vouch€ CSAC Excess Insuranc	7/19/2012	600,418.00
7930	7930	System Generated Check/Vouch€ California Joint Powers	7/19/2012	337,996.00
7931	7931	System Generated Check/Vouch€ Steve Johnson	7/19/2012	300.00
7932	7932	System Generated Check/Vouch€ DKF Solutions Group, L	7/19/2012	700.00
7933	7933	System Generated Check/Vouch€ Champion Awards Ente	7/19/2012	233.74
7934	7934	System Generated Check/Vouch€ James Marta	8/3/2012	5,175.00
7935	7935	System Generated Check/Vouch€ Gibbons & Conley	8/3/2012	1,951.60
7936	7936	System Generated Check/Vouch€ Alliant Insurance Servic	8/3/2012	45,000.00
7937	7937	System Generated Check/Vouch€ Bickmore Risk Services	8/3/2012	3,600.00
7938	7938	System Generated Check/Vouch€ City of Red Bluff	8/3/2012	560.00
7939	7939	System Generated Check/Vouch€ Chandler Inc.	8/20/2012	4,660.00
7940	7940	System Generated Check/Vouch€ York Insurance Service:	8/20/2012	114,850.00
7941	7941	System Generated Check/Vouch€ Alliant Insurance Servic	8/20/2012	626.00
7942	7942	System Generated Check/Vouch€ Occu-Med Inc.	8/20/2012	1,500.00
7943	7943	System Generated Check/Vouch€ City of Folsom	8/20/2012	35.05
7944	7944	System Generated Check/Vouch€ Future Industrial Techn	8/20/2012	643.01
7945	7945	System Generated Check/Vouch€ ACI Enterprises, Inc	8/20/2012	13,694.40
7946	7946	System Generated Check/Vouch€ Liz Ehrenstrom	8/20/2012	53.69
7947	7947	System Generated Check/Vouch€ Tom Watson	8/20/2012	77.70
7948	7948	System Generated Check/Vouch€ York Insurance Service:	9/5/2012	120,688.33
7949	7949	System Generated Check/Vouch€ Gibbons & Conley	9/5/2012	574.00
7950	7950	System Generated Check/Vouch€ City of Gridley	9/5/2012	1,068.00

Northern California Cities Self Insurance Fund
Check/Voucher Register - '
From 7/1/2012 Through 9/30/2012

7951	7951	System Generated Check/Vouch€ Bickmore Risk Services	9/5/2012	28,687.49
7952	7952	System Generated Check/Vouch€ City of Lincoln	9/5/2012	18,666.00
7953	7953	System Generated Check/Vouch€ Professional Dynamics	9/5/2012	2,000.00
7954	7954	System Generated Check/Vouch€ Mark J. Wittenberg Trai	9/5/2012	1,500.00
7955	7955	System Generated Check/Vouch€ James Marta	9/6/2012	5,175.00
7956	7956	System Generated Check/Vouch€ Chandler Inc.	9/20/2012	4,676.00
7957	7957	System Generated Check/Vouch€ York Insurance Service	9/20/2012	80,420.52
7958	7958	System Generated Check/Vouch€ Occu-Med Inc.	9/20/2012	1,500.00
7959	7959	System Generated Check/Vouch€ City of Yuba City	9/20/2012	22,184.00
7960	7960	System Generated Check/Vouch€ Bickmore Risk Services	9/20/2012	8,628.34
7961	7961	System Generated Check/Vouch€ Professional Dynamics	9/20/2012	2,000.00
7962	7962	System Generated Check/Vouch€ DKF Solutions Group, L	9/20/2012	<u>1,400.00</u>
Report Total				<u>2,357,037.37</u>



JOHN CHIANG

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	NO CAL CITIES SELF INSUR FUND
Account Number	35-11-001

As of 10/15/2012, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2012.

Earnings Ratio		.00000970563155028
Interest Rate		0.35%
Dollar Day Total	\$	242,479,819.00
Quarter End Principal Balance	\$	2,247,459.97
Quarterly Interest Earned	\$	2,353.42

Monthly Account Statement

Northern CA Cities Self Ins. Fund Short Term

October 1, 2012 through October 31, 2012

Chandler Team

For questions about your account,
please call (800) 317-4747 or
Email operations@chandlerasset.com

Custodian

Bank of New York Mellon Trust
Company
Gaby Rodriguez
213-630-6461

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source.



PORTFOLIO CHARACTERISTICS

Average Duration	2.43
Average Coupon	2.02 %
Average Purchase YTM	1.47 %
Average Market YTM	0.52 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.57 yrs
Average Life	2.48 yrs

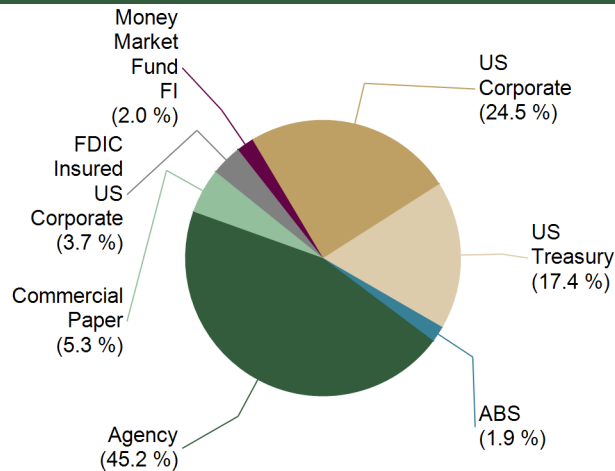
ACCOUNT SUMMARY

	Beg. Values as of 9/30/12	End Values as of 10/31/12
Market Value	22,570,492	22,559,067
Accrued Interest	106,538	109,468
Total Market Value	22,677,030	22,668,535
Income Earned	28,437	28,005
Cont/WD		0
Par	21,878,489	21,912,407
Book Value	22,105,003	22,130,078
Cost Value	22,350,142	22,366,550

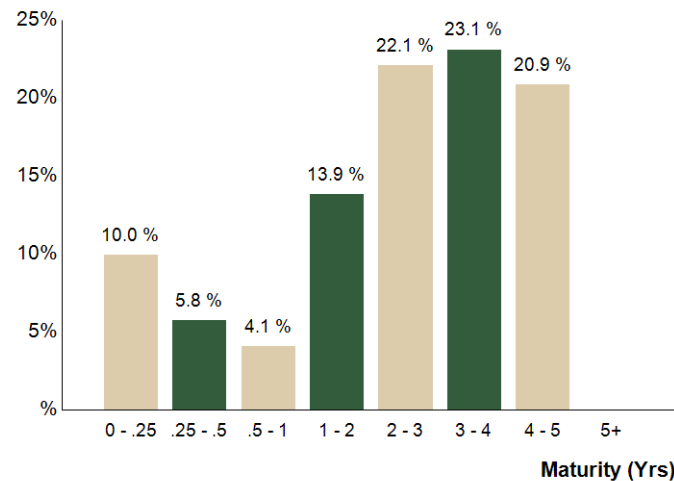
TOP ISSUERS

Issuer	% Portfolio
Government of United States	17.4 %
Federal National Mortgage Assoc	12.4 %
Federal Home Loan Mortgage Corp	11.6 %
Federal Farm Credit Bank	10.7 %
Federal Home Loan Bank	7.4 %
Tennessee Valley Authority	3.1 %
Toyota Motor Corp	3.0 %
General Electric Co	2.1 %
	67.7 %

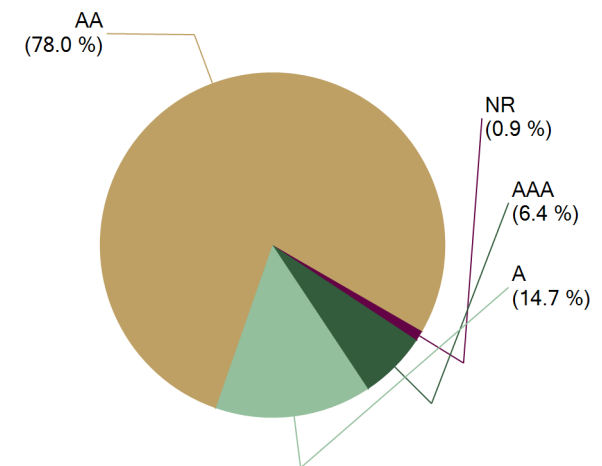
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 10/31/2012	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized				Since 12/31/1997
					3 Yrs	5 Yrs	10 Yrs	12/31/1997	
Northern CA Cities Self Ins. Fund Short Term	-0.04 %	0.19 %	1.65 %	1.91 %	2.71 %	4.22 %	3.80 %	4.94 %	104.38 %
1-5 yr Govt	-0.12 %	-0.05 %	0.80 %	1.11 %	2.39 %	3.79 %	3.42 %	4.58 %	94.25 %
1-5 Year Govt/A Rated or better Corporate	-0.03 %	0.23 %	1.78 %	1.90 %	2.86 %	3.95 %	3.60 %	4.75 %	99.07 %



Northern California Cities Self-Insurance Fund - Short Term

October 31, 2012

COMPLIANCE WITH INVESTMENT POLICY

The portfolio complies with State law and with the Authority's investment policy.

Category	Standard	Comment
Asset-backed/MBS	20% maximum	Complies
Banker's Acceptances	A1/P1; 30% max; <180 days; L/T = AA	Complies
Commercial Paper	A1/P1; 25% max.; <270 days	Complies
LAIF	\$50 million	Complies
Medium Term Notes	30% max; A; 5 year maximum	Complies
Money Market Acct	15% maximum; AA	Complies
Mutual Funds	15% maximum; AAA	Complies
Negotiable CDs	30% overall; 3-year maximum	Complies
Repurchase Agreements	10% overall; 30 days	Complies
Time CDs	3 year maximum	Complies
Treasury issues	No limitation	Complies
US Agencies	No limitation	Complies
Per Issuer Maximum	5% (except gov'ts)	Complies
Maximum Maturity	10 years	Complies
Futures and Options	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies

Monthly Account Statement

Northern Cal. Cities Self Ins. Fund Long Term

October 1, 2012 through October 31, 2012

Chandler Team

For questions about your account,
please call (800) 317-4747 or
Email operations@chandlerasset.com

Custodian

Bank of New York Mellon Trust
Company
Gaby Rodriguez
213-630-6461

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source.



PORTFOLIO CHARACTERISTICS

Average Duration	3.63
Average Coupon	3.11 %
Average Purchase YTM	2.34 %
Average Market YTM	0.79 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.99 yrs
Average Life	3.94 yrs

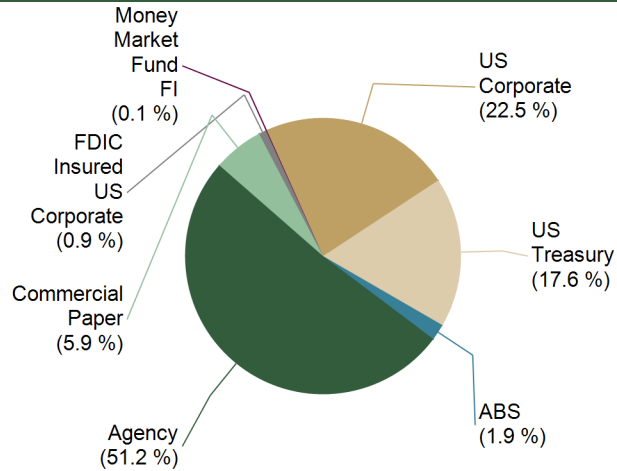
ACCOUNT SUMMARY

	Beg. Values as of 9/30/12	End Values as of 10/31/12
Market Value	23,314,046	23,292,120
Accrued Interest	178,461	195,126
Total Market Value	23,492,507	23,487,246
Income Earned	44,898	44,166
Cont/WD		0
Par	21,400,611	21,599,948
Book Value	21,990,095	22,106,655
Cost Value	22,383,897	22,469,680

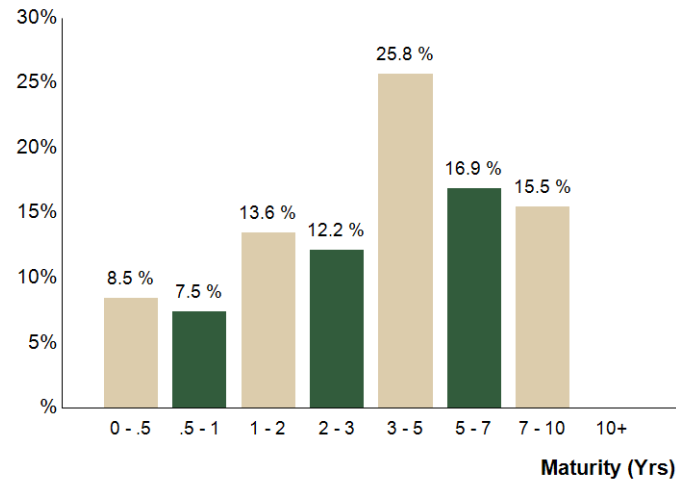
TOP ISSUERS

Issuer	% Portfolio
Government of United States	17.6 %
Federal Home Loan Mortgage Corp	12.6 %
Tennessee Valley Authority	10.7 %
Federal Farm Credit Bank	9.8 %
Federal National Mortgage Assoc	9.4 %
Federal Home Loan Bank	8.7 %
Toyota Motor Corp	3.0 %
Bank of Nova Scotia	2.0 %
	73.8 %

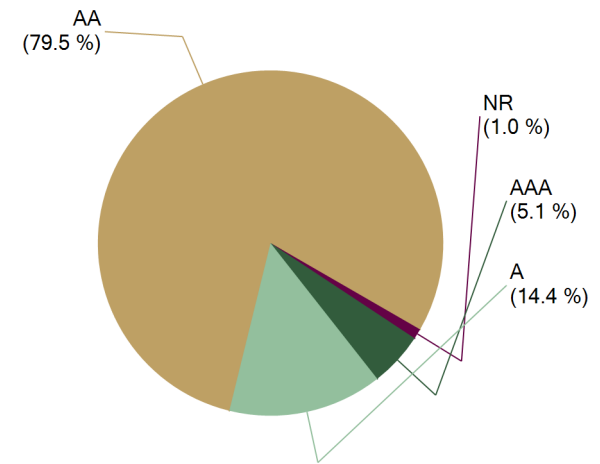
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 10/31/2012	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			5/31/2006	Since 5/31/2006
					3 Yrs	5 Yrs	10 Yrs		
Northern Cal. Cities Self Ins. Fund Long Term	-0.02 %	0.25 %	2.80 %	3.72 %	4.62 %	5.60 %	N/A	5.91 %	44.54 %
1-10 yr Govt	-0.18 %	-0.15 %	1.66 %	2.58 %	4.07 %	5.10 %	N/A	5.48 %	40.81 %
1-10 Year Govt/A Rated or better Corporate	0.00 %	0.31 %	3.07 %	3.69 %	4.65 %	5.15 %	N/A	5.51 %	41.04 %



Northern California Cities Self-Insurance Fund - Long Term

October 31, 2012

COMPLIANCE WITH INVESTMENT POLICY

The portfolio complies with State law and with the Authority's investment policy.

Category	Standard	Comment
Asset-backed/MBS	20% maximum	Complies
Banker's Acceptances	A1/P1; 30% max; <180 days; L/T = AA	Complies
Commercial Paper	A1/P1; 25% max.; <270 days	Complies
LAIF	\$50 million	Complies
Medium Term Notes	30% max; A; 5 year maximum	Complies
Money Market Acct	15% maximum; AA	Complies
Mutual Funds	15% maximum; AAA	Complies
Negotiable CDs	30% overall; 3-year maximum	Complies
Repurchase Agreements	10% overall; 30 days	Complies
Time CDs	3 year maximum	Complies
Treasury issues	No limitation	Complies
US Agencies	No limitation	Complies
Per Issuer Maximum	5% (except gov'ts)	Complies
Maximum Maturity	10 years	Complies
Futures and Options	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies



**Executive Committee Meeting
November 15, 2012**

Agenda Item E.

MINUTES AND REPORTS

INFORMATION ITEM

ISSUE: Minutes and Committee Reports are provided to the Executive Committee for their information.

RECOMMENDATION: None. This item is presented as information.

FISCAL IMPACT: None.

BACKGROUND: Committee Reports are provided to the Executive Committee members for their information on the NCCSIF Committees and excess Pool meetings. *These informational items may be draft, and have future changes at their committee levels.*

ATTACHMENT(S):

1. Risk Management Committee Draft Minutes – October 15, 2012
2. Board of Directors Meeting Draft Minutes – October 15, 2012
3. Claims Committee Teleconference Draft Minutes – September 13, 2012
4. CJPRMA Investment Report ending September 30, 2012
5. CSAC EIA Investment Report ending September 30, 2012

**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
BONANZA INN CONFERENCE CENTER, YUBA CITY, CA
OCTOBER 18, 2012**

MEMBERS PRESENT

Tom Watson, City of Corning
Paula Islas, City of Galt
Elisa Arteaga, City of Gridley
Sheila Vanzandt, City of Lincoln
Matt Michaelis, City of Marysville
Liz Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Russell Hildebrand, City of Rocklin
Natalie Walter, City of Yuba City

MEMBERS ABSENT

City of Anderson
City of Auburn
City of Dixon
City of Folsom
City of Ione
City of Jackson
City of Nevada City
City of Rio Vista
City of Willows
Town of Paradise

GUESTS & CONSULTANTS

Chief Paul Nanfito, City of Red Bluff
Susan Adams, Alliant Insurance Services
Johnny Yang, Alliant Insurance Services
Laurence Voiculescu, Alliant Insurance Services

A. CALL TO ORDER

The meeting was called to order at 9:33 a.m.

B. PUBLIC COMMENTS

There were no public comments made.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Dave Warren **SECOND:** Sandy Ryan **MOTION CARRIED**

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting – June 14, 2012
2. ADA Safety Grant Funds Utilization

A motion was made to approve the consent calendar.

MOTION: Russell Hildebrand **SECOND:** Paula Islas **MOTION CARRIED**

E. PRESENTATIONS

E1. NCCSIF 3rd Annual Walking Challenge

Ms. Karen Reuben, from ACI Core Wellness presented to the Risk Management Committee regarding the NCCSIF 3rd Annual Walking Challenge beginning November 1 – November 29, 2012. Member employees will be able to sign up via the ACI Core Wellness website.

F. INFORMATION ITEMS

F1. Risk Control Services Summary as of October 1, 2012

Ms. Henri Castro advised that several members have received their Comprehensive Risk Assessments with several Assessment Reports completed. The reports to taking more time to complete due to the extensive data included. She then discussed the NCCSIF Risk Control Member Services Report as provided in the Agenda packet explaining that member orientation visits have been completed. She estimated the time needed to bring members into compliance is over 5 years. Several Trainings have also been provided to members as outline in the Summary of Services.

F2. Upcoming Services

Ms. Castro addressed the committee regarding services to be provided in the new few months to members which are as follows:

- Complete the remaining Hazard & Safety Assessments
- Contact each member to develop a 2013 action plan based on the assessment recommendations and individual member requests
- Continue to deliver phone/email consultative services
- Scheduled Training

- Sexual Harassment – Galt
- Confined Space (location specific) – Folsom, Dixon
- A/C Pipe – Yuba City/TBD
- Hazmat - TBD

F3. Police Risk Management Committee Meetings

Chief Paul Nanfito, Red Bluff Police Department, gave a report to the committee regarding the previous Police Risk Management Committee meeting held on August 23, 2012 explaining that he felt Mr. Mark Wittenberg's Training Session was extremely impressive. He then advised that a Chair and Vice Chair was appointed at the meeting and there was discussion the Police Loss Analysis provided by staff.

Ms. Castro asked for feedback regarding the Components involved in the Police Risk Management Committee Meetings.

Ms. Adams advised that there was a request for staff to drill down on Police Loss Analysis in future meetings to determine the types of losses the Committee should be focusing on. She then noted that the Risk Management Committee should consider providing funding to member police departments to assist Risk Management as Police losses are the leading loss leaders for NCCSIF. Fitness Training was a topic which was discussed during the meeting.

Ms. Castro requested to have the police chiefs' respond to a survey regarding the types of training that should be offered at the quarterly Police Risk Management Committee.

Upon further discussion the next Police Risk Management Committee meeting will be held in January, 2013.

F4. Long Range Planning Meeting Topics

Ms. Adams explained the Long Range Planning meeting will be scheduled on December 13, 2012 mainly to discuss the Shared Risk Funding deficit in the Liability Program. Ms. Paula Islas requested that Risk Management Funding for Police Training be discussed during the Planning Meeting.

Upon further discussion the Committee came to a consensus to have the Long Range Planning Session on a separate day from the Board of Directors meeting and the rescheduling of the Risk Management Committee and Board of Directors meetings will be rescheduled at the Board meeting later today.

F5. Rescheduling of December Risk Management Committee Meeting

As discussed in the previous item above, as the Long Range Planning Meeting is to be held on a separate day aside from the Board of Directors meeting there was no further discussion on this item.

G. INFORMATION ITEMS

G1. NCCSIF Travel Reimbursement Form

G2. PARMA Conference at Rancho Mirage, CA on February 13 – 16, 2013

The Information Items are provided as an update only.

There was further discussion by the Committee regarding Pool Access being in compliance with the new ADA regulations. Ms. Castro advised that the new requirement is being extended until March of 2013 and should this item be addressed in the Members' transition plan.

Mr. Russell Hildebrand thanked the Committee for their support on the recent police claim against the City of Rocklin.

G. ADJOURNMENT

The meeting was adjourned at 10:34 a.m.



**MINUTES OF THE
NCCSIF BOARD OF DIRECTORS MEETING
BONANZA INN CONFERENCE CENTER, YUBA CITY, CA
OCTOBER 18, 2012**

MEMBERS PRESENT

John Brewer, City of Corning
Bruce Kline, City of Folsom
Paula Islas, City of Galt
Karin Helvey, City of Gridley
Michael Daly, City of Jackson
Sheila Vanzandt, City of Lincoln
Matt Michaelis, City of Marysville
Catrina Olson, City of Nevada City
Liz Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Russell Hildebrand, City of Rocklin
Steve Kroeger, City of Yuba City
Gina Will, Town of Paradise

MEMBERS ABSENT

Jeff Kiser, City of Anderson
Andy Heath, City of Auburn
Shelly Kittle, City of Colusa
Steve Johnson, City of Dixon
Jane Wright, City of Ione
Marni Rittburg, City of Rio Vista
Tim Sailsbery, City of Willows

GUESTS & CONSULTANTS

Susan Adams, Alliant Insurance Services, Inc.
Johnny Yang, Alliant Insurance Services, Inc.
Laurence Voiculescu, Alliant Insurance Services, Inc.
Craig Wheaton, York Risk Services
Marcus Beverley, York Risk Services
James Marta, James Marta & Company
Matt Nethaway, Crowe Horwath
Jennifer Hill, Crowe Horwath

A. CALL TO ORDER

The meeting was called to order at 12:01 p.m.

B. PUBLIC COMMENTS

Mr. Steve Kroeger shared information on a recent ADA related claim against the City of Yuba City which was pushed forward to trial.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Dave Warren **SECOND:** Steve Kroeger **MOTION CARRIED**

LUNCHTIME SPEAKER – The Board will receive a presentation on Alliant’s Special Events Program

Mr. Johnny Yang gave a presentation to the Board of Directors regarding Alliant’s Special Events Program. This program is designed to assist members in obtaining liability coverage for specific events.

D. CONSENT CALENDAR

1. Draft minutes of the Board of Directors Meeting June 14, 2012
2. Check Register at September 30, 2012
3. Investment Reports
 - a. Chandler Asset Management Report June, July, August, September 2012 - Short/Long Term
4. Budget to Actual Report as of September 30, 2012

Mr. Kroeger requested to have Item D4 pulled for separate discussion.

A motion was made to approve the remaining items on the Consent Calendar.

MOTION: Dave Warren **SECOND:** Catrina Olson **MOTION CARRIED**

D4. Budget to Actual Report as of September 30, 2012

Mr. Kroeger asked that, going forward, this item be presented as a separate discussion item giving staff the opportunity to discuss and/or update the Board regarding budget concerns. There were no updates from staff regarding the Budget to Actual Report as presented.

A motion was made to approve Item D4. Budget to Actual Report as of September 30, 2012.

MOTION: Steve Kroeger **SECOND:** Catrina Olson **MOTION CARRIED**

E. ACTION TAKEN BY THE EXECUTIVE COMMITTEE

E1. Approval of December 2012 Long Range Planning Meeting

E2. Approved AssetWorks Contract for Property Appraisal Services

Ms. Susan Adams explained that the Executive Committee approved entering into a 2 year agreement with AssetWorks for Property Appraisal Services for NCCSIF members who are in the Property Program.

E3. Approved Continuation of Police Risk Management Committee Meetings

Ms. Adams advised that the Executive Committee approved the continuation of Quarterly Police Risk Management Committee Meetings with the next meeting in January.

E4. Approval of the Board of Directors Lunchtime Presentation Topics

F. MINUTES AND REPORTS

F1. Risk Management Meeting October 18, 2012 – Verbal Report

Ms. Liz Ehrenstrom gave a verbal report to the Board regarding the Risk Management Committee advising that the committee requested to adjust the start time of the Board of Directors meeting depending on the length of the Risk Management Committee Agenda. The option of teleconferences was also discussed depending on the Agenda. She also noted the great attendance received during the Police Risk Management Committee meeting.

Ms. Adams advised that Henri began the Risk Assessments process explaining that the process is taking more time due to the large reports, upon which Action Plans will be provided to the member cities. She then discussed upcoming regional trainings that will be held during the year. E-mails will be sent out to member cities when training sessions are made available.

F2. Draft Minutes – Executive Committee Meeting September 13, 2012

There was no discussion on this item.

F3. Draft Minutes – Police Risk Management Committee Meeting August 23, 2012

There was no discussion on this item.

F4. Minutes – Risk Management Committee Meeting June 14, 2012

There was no discussion on this item.

G. ADMINISTRATION REPORTS

G1. President's Report

Ms. Ehrenstrom had no items to report pertaining to matters of NCCSIF.

H. PRESENTATION

H1. Presentation and Acceptance of the CAJPA Accreditation with Excellence

Mr. James Marta presented the CAJPA Accreditation with Excellence plaque to Ms. Ehrenstrom.

I. FINANCIAL REPORTS

I1. Quarterly Financial Report for the Period Ending June 30, 2012

Mr. Marta gave a report to the Board on the Quarterly Financials for the period ending June 30, 2012 explaining that claims liabilities have increased and operating expenses have decreased.

A motion was made to approve the Quarterly Financial Report for the Period Ending June 30, 2012.

MOTION: Karin Helvey **SECOND:** Russell Hildebrand **MOTION CARRIED**

I2. Draft Financial Audit Year Ending June 30, 2012

Mr. Matt Nethaway from Crowe Horwath provided members with copies of the Final Financial Audit for Year Ending June 30, 2012. He explained to the Committee that there were no Audit Adjustments found in the Financial Audit.

I3. Annual Shared Risk Layer Target Equity Ratio Review

Ms. Adams advised that on an annual basis, NCCSIF compares the current claims and financial experience with the Target Equity Plan as stated in Administrative Policy and Procedure A-17, *Shared Risk Layer Plan Target Equity*.

Mr. Marta explained that Expected Liabilities currently exceed Net Assets. The Liability Shared Risk Equity is currently at -\$865,191. He advised that NCCSIF should come up with a plan to recover the Liability Shared Equity in the next three years. Mr. Marta also noted an increasing trend of Employment Practice claims in larger pools.

There was further discussion rather options which consisted of borrowing from other programs, different Self Insured Retentions and lesser to no dividend distributions. This is provided as

information only as further discussion will action will take place during the Long Range Planning Session in December.

I4. NCCSIF Investment Policy

Ms. Adams explained the NCCSIF Investment Policy has been reviewed by Chandler Asset Management and James Marta and Company. Mr. Marta explained that NCCSIF's policy follows California Government Code, but within the existing policy, the summary table for permitted investments was not fully descriptive with what could be invested per state code. The proposed Revised Investment Policy includes the permitted investment table within the Appendix.

A motion was made to approve the NCCSIF Investment Policy as provided.

MOTION: Dave Warren **SECOND:** Matt Michaelis **MOTION CARRIED**

J. JPA BUSINESS

J1. SB 863 – Workers' Compensation Reform Summary

Mr. Marcus Beverly gave a presentation regarding Workers' Compensation Reform Senate Bill SB 863. SB 863 was signed into law on September 19, 2012 to be effective January 1, 2013.

J2. PEPPI Polltution Coverage Best Reporting Practices

Ms. Adams advised that Public Entities Property Insurance Program has developed a PEPPI Best Practices for Loss Reporting. This document outlines the steps that should be taken at the time of an environmental incident to assure that the Pollution coverage offered by ACE through PEPPI is fully available for claims payment.

J3. NCCSIF Long Range Planning

J3a. Long Range Planning Items List

Ms. Adams explained that the Long Range Planning Items List provides members with a working document detailing items that have developed from Long Range Planning meetings, the action to be taken and who are responsible for the status. Member Orientation visits will also be included in the future.

J3b. NCCSIF Long Range Planning Session Update

Ms. Adams advised that at the last Executive Committee meeting the Committee decided to have a separate Long Range Planning Session separate to the Board of Directors. Ms. Adams advised that the Risk Management Committee meeting directed staff to hold an entire day dedicated to the Long Range Planning Session.

Upon further discussion the Board directed staff to hold a Long Range Planning Session on December 13, 2012 with Risk Management Committee/Board of Directors Meeting to follow on January with the location open for discussion.

J4. CSAC EIA Payroll Audit 11/12 Assessment

Ms. Adams explained that CSAC EIA conducted a payroll audit for the 2011/2012 policy year and an Assessment is due to CSAC EIA for NCCSIF. She advised that there are two options available to members. One would be to have the assessments billed during the current year or to have the Assessment billed to the 13/14 CSAC EIA premium.

Mr. Marta suggested having the 11/12 Assessments adjusted to member's banking layers accordingly for the current year.

A motion was made to have the 11/12 Assessments adjusted to each member's banking layer accordingly.

MOTION: Russell Hildebrand **SECOND:** Gina Will **MOTION CARRIED**

J5. Preliminary 2013 Meeting Calendar

Ms. Adams advised that during the Risk Management Committee meeting members discussed having a full day devoted for the Long Range Planning Session.

Staff was directed to hold a Long Range Planning Session on December 13, 2012 moving the Risk Management Committee and Board of Directors meeting to January, 2013.

K. INFORMATION ITEMS

K1. NCCSIF Board Members and Alternates

K2. NCCSIF Meeting Calendar 2012

K3. NCCSIF Travel Reimbursement Form

K4. NCCSIF Resource Contact Guide

K5. Annual PARMA Conference – February 3 – 6, 2013 – Rancho Mirage, CA

The meeting was adjourned at 2:10 p.m.

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
MINUTES OF NCCSIF CLAIMS COMMITTEE MEETING
THURSDAY, SEPTEMBER 13, 2012

MEMBERS PRESENT: John Brewer, City of Corning
Karin Helvey, City of Gridley
Liz Ehrenstrom, City of Oroville
Gina Will, Town of Paradise
Sandy Ryan, City of Red Bluff
Susan Adams, Alliant Insurance Services
Johnny Yang, Alliant Insurance Services
Laurence Voiculescu, York Risk Services Group, Inc.
Cameron Dewey, York Risk Services Group, Inc.
Craig Wheaton, York Risk Services Group, Inc.

The Claims Committee was called to order at 11:24 a.m.

A. Public Comments

There were no public comments made.

B. Approval of Minutes of April 11, 2012 Claims Committee Meeting

A motion was made to approve the Minutes of April 11, 2012 Claims Committee Meeting as posted.

MOTION: Gina Will **SECOND:** Karin Helvey **MOTION CARRIED**

C. Shared Risk Closing Reports

Mr. Craig Wheaton advised that as today's meeting is held via teleconference, the Shared Risk Closing Reports will be provided at the next Claims Committee Meeting to be held on September 13, 2012.

D. Closed Session – The Claims Committee went into closed session in accordance with Government Code Section 54956.95 at 11:25 a.m. and discussed the following claims:

- 1. Liability**
 - a. The Estate of Farren vs. City of Galt
 - b. The Estate of Nancy Bielik vs. City of Folsom
 - c. WGS vs. City of Oroville
 - d. Delta Oilfields Services vs. City of Yuba City
- 2. Workers' Compensation**
 - a. James Dodge vs. City of Corning

The Committee came out of closed session at 11:46 a.m.

E. Adjournment – The meeting was adjourned 11:46 a.m.

California Joint Powers Risk Management Authority

Period Ending
September 30, 2012



California Joint Powers Risk Management Authority

September 30, 2012

COMPLIANCE WITH INVESTMENT POLICY

The portfolio complies with State law and with the Authority's investment policy, except as noted below.

Category	Standard	Comment
General Parameters		
Asset-backed sec.	20% Maximum	Complies
Banker's Acceptances	A1/P1; 40% max; <180 days	Complies
Commercial Paper	A1/P1	Complies
Max. maturity <270 days	15% maximum	Complies
LAIF	\$50 million	Complies
Medium Term Notes	30% max; A	Complies
Money Market Acct	15%; AA	Complies
Mutual Funds	15%; AAA	Complies
Negotiable CDs	30%; 3-year maximum	Complies
Repurchase Agreements	1-year maximum	Complies
Time CDs	3 years	Complies
Treasury issues	No limit	Complies
US Agencies	No limit	Complies
Per issuer max	10%	Complies
Futures and Options	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Derivative Securities	5% per issue; 20% max.; 5yr. maximum maturity	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
MBS IO Strips	Prohibited	Complies
Zero interest accrual	Prohibited	Complies



California Joint Powers Risk Management Authority

September 30, 2012

COMPLIANCE WITH INVESTMENT POLICY

Account Specifics Parameter		
Loss Payment Account		
Modified Duration	Approx. equal to duration of liabilities	Complies
Maximum Maturity	5 years	Complies
% invested <1 year	Enough for cashflow	Complies
Long Term Growth Account		
Modified Duration	4.50 to 6.80	Complies
Maximum Maturity	10 years	Complies



ACCOUNT PROFILE

PORTFOLIO CHARACTERISTICS

CJPRMA - The Loss Payment Account

	09/30/2012	06/30/2012
	Benchmark*	Portfolio
Average Maturity (yrs)	0.92	0.81
Modified Duration	0.90	0.79
Average Purchase Yield	n/a	0.69 %
Average Market Yield	0.15 %	0.42 %
Average Quality**	AAA	AA/Aa1
Total Market Value		9,792,077

* 0-3 yr Treasury

** Benchmark is a blended rating of S&P, Moody, and Fitch. Portfolio is S&P and Moody's respectively.

Several shorter maturity securities were purchased during the quarter; two Commercial Paper transactions and one Agency note with a March 2015 maturity. Two issues matured during the quarter. The portfolio size increased due to the additional \$4 million allocation to LAIF.



ACCOUNT PROFILE

PORTFOLIO CHARACTERISTICS

CJPRMA The Long Term Growth Account

	09/30/2012	06/30/2012
	Benchmark*	Portfolio
Average Maturity (yrs)	7.03	6.70
Modified Duration	6.31	5.96
Average Purchase Yield	n/a	3.11 %
Average Market Yield	1.05 %	1.22 %
Average Quality**	AAA	AA+/Aa1
Total Market Value		88,202,842

* 5-10 yr Govt

** Benchmark is a blended rating of S&P, Moody, and Fitch. Portfolio is S&P and Moody's respectively.

Several securities were purchased to extend the overall maturity profile of the portfolio. The purchased securities ranged in maturity from July 2017 to August 2022. Several shorter maturity securities were sold to facilitate the additions to the portfolio. The \$1.6 million increase in the portfolio value is due to the quarterly return of 1.89%.

**CSAC EIA
Performance
September 30, 2012**

(All returns annualized)

Yields

July - September

Account (1)	0.98%
LAIF	0.36%

Total Returns (2)

July - September

Account	1.06%
ML 1-3 Year Treasury Index	1.02%

- (1) Includes deposits in LAIF & MMA
(2) Includes changes in market values

CSAC-EIA
Portfolio Management
Portfolio Summary
September 30, 2012

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Treasury Coupon Securities	81,005,000.00	82,378,145.08	82,110,955.95	16.03	1,036	641	0.483	0.490
Municipal Bonds	19,750,000.00	20,059,425.00	20,037,855.39	3.91	290	251	0.378	0.383
Federal Agency Coupon Securities	242,000,000.00	245,123,143.00	244,042,860.93	47.65	1,261	817	1.052	1.066
Corporate Bonds	161,325,000.00	166,786,756.68	165,953,861.63	32.40	972	576	1.394	1.414
Investments	504,080,000.00	514,347,469.76	512,145,533.90	100.00%	1,093	688	1.045	1.060
<hr/>								
Cash								
Passbook/Checking (not included in yield calculations)	50,058,841.16	50,058,841.16	50,058,841.16		1	1	0.374	0.379
Total Cash and Investments	554,138,841.16	564,406,310.92	562,204,375.06		1,093	688	1.045	1.060

Total Earnings	September 30	Month Ending	Fiscal Year To Date
Current Year		473,765.65	1,364,665.20
Average Daily Balance		561,104,082.27	360,533,935.12
Effective Rate of Return		1.03%	1.50%

Dan Calabrese-d, Investment Advisor

Reporting period 09/01/2012-09/30/2012

Run Date: 10/10/2012 - 08:37

Portfolio E
AP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.3a



**Executive Committee Meeting
November 15, 2012**

Agenda Item G.1

**QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING
SEPTEMBER 30, 2012**

ACTION ITEM

ISSUE: The Executive Committee receives quarterly a report on the financial status of NCCSIF. James Marta & Company will present NCCSIF's Financials for Quarter ending September 30, 2012 to the Executive Committee for their review.

RECOMMENDATION: Receive and file the Quarterly Financials as presented.

FISCAL IMPACT: Unknown

BACKGROUND: Each quarter the Executive Committee reviews the quarterly financials for accuracy and refers questions for follow-up, or receives and files the report as presented.

ATTACHMENTS: Quarterly Financial Reports as of 09/30/12.

FINANCIAL REPORT

SEPTEMBER 30, 2012

AND FOR THE THREE MONTHS THEN ENDED

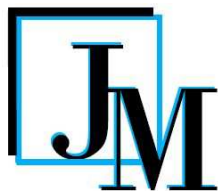
Northern California Cities Self Insurance Fund

Northern California Cities Self Insurance Fund

Table of Contents

September 30, 2012

Accountant's Report	1
BASIC FINANCIAL STATEMENTS	
Balance Sheet	2
Statement of Revenues, Expenses and Changes in Members' Equity	3
SUPPLEMENTARY INFORMATION	
Combining Balance Sheet – Liability	4
Combining Statement of Revenues, Expenses and Changes in Members' Equity – Liability	6
Combining Balance Sheet – Workers' Compensation	8
Combining Statement of Revenues, Expenses and Changes in Members' Equity – Workers' Compensation	10
Reconciliation of Claims Liabilities by Program	12
Graphical Summary of Claims	13



James Marta & Company

Certified Public Accountants

Accounting, Auditing, Tax, and Consulting

ACCOUNTANT'S REPORT

Board of Directors
Northern California Cities Self Insurance Fund
701 Howe Avenue, Suite E3
Sacramento, CA 95825

We have compiled the accompanying balance sheet of Northern California Cities Self Insurance Fund as of September 30, 2012, and the related statement of revenues, expenses and changes in members' equity for the three months then ended, and the supplementary information on pages 4 through 14 are presented for purposes of additional analysis and has been compiled from information that is the representation of management. We have not audited or reviewed the accompanying financial statements and supplementary information and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements. During our compilation, we did become aware of certain departures from accounting principles generally accepted in the United States of America that are described in the following paragraph.

A statement of cash flows for the three months ended September 30, 2012 has not been presented. Accounting principles generally accepted in the United States of America require that such a statement be presented when financial statements purport to present financial position and results of operations.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Northern California Cities Self Insurance Fund.

James Marta & Company

James Marta & Company
Certified Public Accountants
Sacramento, California
November 8, 2012

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Balance Sheet
September 30, 2012

Current Assets	
Cash	\$ 2,661,630
Accounts Receivable	106,840
Interest Receivable	285,000
Excess Accounts Receivable	1,079,814
Prepaid Expense	1,515,129
Total Current Assets	<u>5,648,413</u>
Non-Current Assets	
Investments*	<u>45,884,536</u>
Total Assets	<u><u>\$ 51,532,949</u></u>
Liabilities & Members' Equity	
Current Liabilities	
Deferred Revenue	\$ 4,567,806
Total Current Liabilities	<u>4,567,806</u>
Non-Current Liabilities	
Outstanding Liabilities*	30,962,466
ULAE*	1,594,511
Total Non-Current Liabilities	<u>32,556,977</u>
Total Liabilities	<u>\$ 37,124,783</u>
Members' Equity	<u>14,408,166</u>
Liability & Members' Equity	<u><u>\$ 51,532,949</u></u>

*For internal reporting purposes, investments and claim liabilities are classified as non-current.

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Statement of Revenues, Expenses and Changes in Members' Equity
For the Three Months Ended September 30, 2012

Operating Income	
Administration Deposit	\$ 258,037
Banking Layer Deposit	1,335,134
Shared Risk Layer	798,877
Excess Deposit/Premium	350,683
Property/Crime Insurance Income	194,145
Risk Management Grants	174,207
Total Operating Income	<u>3,111,083</u>
Operating Expenses	
Claims Paid	2,309,457
O/S Liability adj.	(1,041,043)
ULAE	25,220
Consultants	1,200
Administration-Other	2,000
Safety Service	199,524
Claims Administration	158,100
Program Administration	77,850
Board Expenses	366
Excess Insurance	310,606
Property/Crime Insurance Expense	194,438
Total Operating Expenses	<u>2,237,718</u>
Operating Income (Loss)	873,365
Non-Operating Income	
Change in Fair Market Value	9,733
Interest Income	361,130
Total Non-Operating Income	<u>370,863</u>
Change in Members' Equity	1,244,227
Beginning Members' Equity	<u>13,163,939</u>
Ending Members' Equity	<u>\$ 14,408,166</u>

SUPPLEMENTARY INFORMATION

Selected Information
Substantially All Disclosures Required by Generally Accepted
Accounting Principles Are Not Included

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Balance Sheet - Liability
September 30, 2012

	L Shar	L Admin	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione
Current Assets											
Cash	\$ 6,673	\$ 270,435	\$ 55,629	\$ 86,146	\$ 28,605	\$ 23,305	\$ 47,174	\$ 122,381	\$ 189,866	\$ 31,866	\$ 12,526
Accounts Receivable	-	-	-	-	-	-	-	-	27,977	-	1,551
Interest Receivable	47,568	11,327	1,519	4,968	988	586	1,393	25,219	3,108	687	(77)
Excess Accounts Receivable	560,508	-	-	-	-	-	-	-	-	-	-
Prepaid Expense	1,064,815	-	-	-	-	-	-	-	-	-	-
Total Current Assets	1,679,564	281,762	57,148	91,114	29,593	23,891	48,567	147,600	220,951	32,553	14,000
Non-Current Assets											
Investments*	6,365,595	270,300	93,433	133,766	25,598	17,722	153,563	1,781,932	(23,391)	141,210	2,130
Total Assets	\$ 8,045,159	\$ 552,062	\$ 150,581	\$ 224,880	\$ 55,191	\$ 41,613	\$ 202,130	\$ 1,929,532	\$ 197,560	\$ 173,763	\$ 16,130
Current Liabilities											
Deferred Revenue	\$ 2,110,355	\$ 372,919	\$ 40,537	\$ 45,905	\$ 15,809	\$ 12,443	\$ 37,800	\$ 312,238	\$ 67,856	\$ 19,523	\$ 8,568
Total Current Liabilities	2,110,355	372,919	40,537	45,905	15,809	12,443	37,800	312,238	67,856	19,523	8,568
Non-Current Liabilities											
Outstanding Liabilities*	6,106,999	-	10,277	106,119	50,307	55,717	24,535	568,270	75,411	10,848	15,193
ULAE*	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current	6,106,999	-	10,277	106,119	50,307	55,717	24,535	568,270	75,411	10,848	15,193
Total Liabilities	\$ 8,217,354	\$ 372,919	\$ 50,814	\$ 152,024	\$ 66,116	\$ 68,160	\$ 62,335	\$ 880,508	\$ 143,267	\$ 30,371	\$ 23,761
Members' Equity	(172,195)	179,143	99,767	72,856	(10,925)	(26,547)	139,795	1,049,024	54,293	143,392	(7,631)
Liability & Members'	\$ 8,045,159	\$ 552,062	\$ 150,581	\$ 224,880	\$ 55,191	\$ 41,613	\$ 202,130	\$ 1,929,532	\$ 197,560	\$ 173,763	\$ 16,130

*For internal reporting purposes, investments and claim liabilities are classified as non-current.

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Balance Sheet - Liability
September 30, 2012

	City of Jackson	City of Lincoln	City of Marysville	City of Oroville	City of Paradise	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City	Total
Current Assets											
Cash	\$ 12,547	\$ 179,931	\$ 53,130	\$ 88,853	\$ 122,186	\$ 194,412	\$ 35,038	\$ 61,924	\$ 15,403	\$ 109,883	\$ 1,747,913
Accounts Receivable	-	-	-	-	-	942	-	-	-	-	30,470
Interest Receivable	1,600	5,368	3,832	2,728	2,558	4,147	1,632	4,195	(20)	2,849	126,175
Excess Accounts Receivable	-	-	-	-	-	-	-	-	-	-	560,508
Prepaid Expense	-	-	-	-	-	-	-	-	-	-	1,064,815
Total Current Assets	14,147	185,299	56,962	91,581	124,744	199,501	36,670	66,119	15,383	112,732	3,529,881
Non-Current Assets											
Investments*	85,747	225,667	202,693	96,675	55,590	26,734	38,542	534,032	88,055	513,996	10,829,589
Total Assets	\$ 99,894	\$ 410,966	\$ 259,655	\$ 188,256	\$ 180,334	\$ 226,235	\$ 75,212	\$ 600,151	\$ 103,438	\$ 626,728	\$ 14,359,470
Current Liabilities											
Deferred Revenue	\$ 8,477	\$ 90,199	\$ 38,127	\$ 69,596	\$ 43,764	\$ 68,443	\$ 14,462	\$ 96,388	\$ 12,866	\$ 112,832	\$ 3,599,107
Total Current Liabilities	8,477	90,199	38,127	69,596	43,764	68,443	14,462	96,388	12,866	112,832	3,599,107
Non-Current Liabilities											
Outstanding Liabilities*	49,759	175,765	81,721	52,502	166,137	112,968	39,307	160,729	40,017	220,060	8,122,641
ULAE*	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current	49,759	175,765	81,721	52,502	166,137	112,968	39,307	160,729	40,017	220,060	8,122,641
Total Liabilities	\$ 58,236	\$ 265,964	\$ 119,848	\$ 122,098	\$ 209,901	\$ 181,411	\$ 53,769	\$ 257,117	\$ 52,883	\$ 332,892	\$ 11,721,748
Members' Equity	41,658	145,002	139,807	66,158	(29,567)	44,824	21,443	343,034	50,555	293,836	2,637,722
Liability & Members'	\$ 99,894	\$ 410,966	\$ 259,655	\$ 188,256	\$ 180,334	\$ 226,235	\$ 75,212	\$ 600,151	\$ 103,438	\$ 626,728	\$ 14,359,470

*For internal reporting purposes, investments and claim liabilities are classified as non-current.

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Statement of Revenues, Expenses and Changes in Members' Equity - Liability
For the Three Months Ended September 30, 2012

	L Shar	L Admin	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione
Operating Income											
Administration Deposit	\$ -	\$ 124,306	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	-	-	13,512	15,302	5,270	4,148	12,600	104,079	22,619	6,508	2,856
Shared Risk Layer	309,306	-	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	200,000	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance	194,145	-	-	-	-	-	-	-	-	-	-
Risk Management Grants	-	-	-	-	-	-	-	-	-	-	-
Total Operating Income	703,451	124,306	13,512	15,302	5,270	4,148	12,600	104,079	22,619	6,508	2,856
Operating Expenses											
Claims Paid	1,141,219	-	1,094	6,511	4,055	4,956	8,952	33,417	47,295	1,047	1,523
O/S Liability adj.	(1,464,175)	-	(1,325)	20,755	5,346	(2,528)	(2,232)	83,384	(50,158)	224	7,391
ULAE	-	-	-	-	-	-	-	-	-	-	-
Consultants	-	600	-	-	-	-	-	-	-	-	-
Administration-Other	-	-	-	-	-	-	-	-	-	-	-
Safety Service	-	116,126	-	-	-	-	-	-	-	-	-
Claims Administration	-	-	-	-	-	-	-	-	-	-	-
Program Administration	-	42,056	-	-	-	-	-	-	-	-	-
Board Expenses	-	183	-	-	-	-	-	-	-	-	-
Excess Insurance	160,501	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance Expense	194,438	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	31,983	158,965	(231)	27,266	9,401	2,428	6,720	116,801	(2,863)	1,271	8,914
Operating Income (Loss)	671,468	(34,659)	13,743	(11,964)	(4,131)	1,720	5,880	(12,722)	25,482	5,237	(6,058)
Non-Operating Income											
Change in Fair Market Value	(89)	(296)	(9)	79	12	(6)	14	(114)	(30)	9	(7)
Interest Income	21,617	1,679	1,732	2,880	788	674	3,229	21,884	3,691	2,096	236
Total Non-Operating Income	21,528	1,383	1,723	2,959	800	668	3,243	21,770	3,661	2,105	229
Change in Members' Equity	692,996	(33,276)	15,466	(9,005)	(3,331)	2,388	9,123	9,048	29,143	7,342	(5,829)
Beginning Members' Equity	(865,191)	212,419	84,301	81,861	(7,594)	(28,935)	130,672	1,039,976	25,150	136,050	(1,802)
Ending Members' Equity	\$ (172,195)	\$ 179,143	\$ 99,767	\$ 72,856	\$ (10,925)	\$ (26,547)	\$ 139,795	\$ 1,049,024	\$ 54,293	\$ 143,392	\$ (7,631)

See Accompanying Accountant's Report

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Statement of Revenues, Expenses and Changes in Members' Equity - Liability
For the Three Months Ended September 30, 2012

	City of Jackson	City of Lincoln	City of Marysville	City of Oroville	City of Paradise	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City	Total
Operating Income											
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	124,306
Banking Layer Deposit	2,826	30,066	12,709	23,199	14,588	22,814	4,821	32,129	4,289	37,611	371,946
Shared Risk Layer	-	-	-	-	-	-	-	-	-	-	309,306
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-	-	200,000
Property/Crime Insurance	-	-	-	-	-	-	-	-	-	-	194,145
Risk Management Grants	-	-	-	-	-	-	-	-	-	-	-
Total Operating Income	2,826	30,066	12,709	23,199	14,588	22,814	4,821	32,129	4,289	37,611	1,199,703
Operating Expenses											
Claims Paid	641	26,813	16,655	4,760	14,831	12,318	4,921	11,417	1,888	53,567	1,397,880
O/S Liability adj.	(1,683)	(3,204)	1,776	2,071	18,756	(6,316)	(5,629)	32,306	28,940	(65,975)	(1,402,276)
ULAE	-	-	-	-	-	-	-	-	-	-	-
Consultants	-	-	-	-	-	-	-	-	-	-	600
Administration-Other	-	-	-	-	-	-	-	-	-	-	-
Safety Service	-	-	-	-	-	-	-	-	-	-	116,126
Claims Administration	-	-	-	-	-	-	-	-	-	-	-
Program Administration	-	-	-	-	-	-	-	-	-	-	42,056
Board Expenses	-	-	-	-	-	-	-	-	-	-	183
Excess Insurance	-	-	-	-	-	-	-	-	-	-	160,501
Property/Crime Insurance Expense	-	-	-	-	-	-	-	-	-	-	194,438
Total Operating Expense	(1,042)	23,609	18,431	6,831	33,587	6,002	(708)	43,723	30,828	(12,408)	509,508
Operating Income (Loss)	3,868	6,457	(5,722)	16,368	(18,999)	16,812	5,529	(11,594)	(26,539)	50,019	690,195
Non-Operating Income											
Change in Fair Market Value	28	(19)	88	(24)	(60)	7	150	127	34	134	28
Interest Income	1,325	3,501	3,508	2,503	3,291	3,367	1,782	8,252	1,461	7,315	96,811
Total Non-Operating Income	1,353	3,482	3,596	2,479	3,231	3,374	1,932	8,379	1,495	7,449	96,839
Change in Members' Equity	5,221	9,939	(2,126)	18,847	(15,768)	20,186	7,461	(3,215)	(25,044)	57,468	787,034
Beginning Members' Equity	36,437	135,063	141,933	47,311	(13,799)	24,638	13,982	346,249	75,599	236,368	1,850,688
Ending Members' Equity	\$ 41,658	\$ 145,002	\$ 139,807	\$ 66,158	\$ (29,567)	\$ 44,824	\$ 21,443	\$ 343,034	\$ 50,555	\$ 293,836	\$ 2,637,722

See Accompanying Accountant's Report

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Balance Sheet – Workers' Compensation
September 30, 2012

	WC Shar	WC Admin	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione	City of Jackson
Current Assets												
Cash	\$ 1,169	\$ 47,210	\$ 90,215	\$ 56,882	\$ 47,006	\$ 94,260	\$ 191,090	\$ 5,256	\$ 6,618	\$ 11,830	\$ 23,894	\$ 39,656
Accounts Receivable	-	-	-	-	-	8,926	20,164	-	-	-	-	-
Interest Receivable	6,832	7,431	2,632	3,855	4,788	2,968	4,837	46,894	10,913	3,258	(163)	499
Excess Accounts	519,306	-	-	-	-	-	-	-	-	-	-	-
Prepaid Expense	450,314	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	977,621	54,641	92,847	60,737	51,794	106,154	216,091	52,150	17,531	15,088	23,731	40,155
Non-Current Assets												
Investments*	17,091,063	615,791	291,970	627,605	148,178	60,732	630,587	5,120,393	949,413	488,444	37,485	288,189
Total Assets	\$ 18,068,684	\$ 670,432	\$ 384,817	\$ 688,342	\$ 199,972	\$ 166,886	\$ 846,678	\$ 5,172,543	\$ 966,944	\$ 503,532	\$ 61,216	\$ 328,344
Current Liabilities												
Deferred Revenue	\$ 410,449	\$ 3,239	\$ -	\$ 62,247	\$ 12,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,124
Total Current Liabilities	410,449	3,239	-	62,247	12,312	-	-	-	-	0	-	11,124
Non-Current Liabilities												
Outstanding Liabilities*	12,561,071	-	257,353	422,797	163,278	165,967	464,981	2,652,079	665,079	108,456	4,935	166,431
ULAE*	876,921	-	17,966	29,517	11,399	11,587	32,462	185,149	46,431	7,572	345	11,619
Total Non-Current	13,437,992	-	275,319	452,314	174,677	177,554	497,443	2,837,228	711,510	116,028	5,280	178,050
Total Liabilities	\$ 13,848,441	\$ 3,239	\$ 275,319	\$ 514,561	\$ 186,989	\$ 177,554	\$ 497,443	\$ 2,837,228	\$ 711,510	\$ 116,028	\$ 5,280	\$ 189,174
Members' Equity	4,220,243	667,194	109,498	173,781	12,983	(10,668)	349,235	2,335,315	255,434	387,504	55,936	139,170
Liability & Members'	\$ 18,068,684	\$ 670,432	\$ 384,817	\$ 688,342	\$ 199,972	\$ 166,886	\$ 846,678	\$ 5,172,543	\$ 966,944	\$ 503,532	\$ 61,216	\$ 328,344

*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Balance Sheet – Workers’ Compensation
September 30, 2012**

	City of Lincoln	City of Marysville	City of Nevada City	City of Oroville	City of Paradise	City of Placerville	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City	Total
Current Assets												
Cash	\$ 96,207	\$ 10,949	\$ 77,180	\$ 4,723	\$ 8,190	\$ 5,820	\$ 5,542	\$ 65,658	\$ 9,877	\$ 8,919	\$ 5,566	\$ 913,717
Accounts Receivable	-	-	-	-	-	47,280	-	-	-	-	-	76,370
Interest Receivable	1,419	1,704	1,527	15,010	8,912	8,634	(87)	1,903	9,155	3,138	12,766	158,825
Excess Accounts	-	-	-	-	-	-	-	-	-	-	-	519,306
Prepaid Expense	-	-	-	-	-	-	-	-	-	-	-	450,314
Total Current Assets	97,626	12,653	78,707	19,733	17,102	61,734	5,455	67,561	19,032	12,057	18,332	2,118,532
Non-Current Assets												
Investments*	530,573	825,038	179,501	576,716	860,404	655,834	701,607	449,438	2,024,696	345,295	1,555,995	35,054,947
Total Assets	\$ 628,199	\$ 837,691	\$ 258,208	\$ 596,449	\$ 877,506	\$ 717,568	\$ 707,062	\$ 516,999	\$ 2,043,728	\$ 357,352	\$ 1,574,327	\$ 37,173,479
Current Liabilities												
Deferred Revenue	\$ -	\$ 28,127	\$ -	\$ -	\$ -	\$ -	\$ 9,332	\$ 73,144	\$ 217,292	\$ 29,425	\$ 112,009	\$ 968,699
Total Current Liabilities	-	28,127	-	-	-	-	9,332	73,144	217,292	29,425	112,009	968,699
Non-Current Liabilities												
Outstanding Liabilities*	546,561	483,091	114,285	386,561	606,096	460,180	589,406	93,415	615,543	204,058	1,108,202	22,839,825
ULAE*	38,157	33,726	7,979	26,987	42,313	32,126	41,148	6,522	42,973	14,246	77,366	1,594,511
Total Non-Current	584,718	516,817	122,264	413,548	648,409	492,306	630,554	99,937	658,516	218,304	1,185,568	24,434,336
Total Liabilities	\$ 584,718	\$ 544,944	\$ 122,264	\$ 413,548	\$ 648,409	\$ 492,306	\$ 639,886	\$ 173,081	\$ 875,808	\$ 247,729	\$ 1,297,577	\$ 25,403,035
Members' Equity	43,481	292,748	135,944	182,901	229,097	225,262	67,176	343,918	1,167,920	109,623	276,750	11,770,444
Liability & Members'	\$ 628,199	\$ 837,691	\$ 258,208	\$ 596,449	\$ 877,506	\$ 717,568	\$ 707,062	\$ 516,999	\$ 2,043,728	\$ 357,352	\$ 1,574,327	\$ 37,173,479

*For internal reporting purposes, investments and claim liabilities are classified as non-current.

Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Statement of Revenues, Expenses and Changes in Members' Equity - Workers' Compensation
For the Three Months Ended September 30, 2012

	WC Shar	WC Admin	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione	City of Jackson
Operating Income												
Administration Deposit	\$ -	\$ 133,731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	-	-	27,409	22,427	8,847	18,044	66,162	238,936	52,957	13,586	7,307	18,453
Shared Risk Layer	489,571	-	-	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	150,683	-	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Risk Management Grants	-	174,207	-	-	-	-	-	-	-	-	-	-
Total Operating Income	640,254	307,938	27,409	22,427	8,847	18,044	66,162	238,936	52,957	13,586	7,307	18,453
Operating Expenses												
Claims Paid	160,519	-	27,532	23,248	8,257	12,337	21,125	74,495	45,545	4,347	-	3,403
O/S Liability adj.	285,054	-	(18,221)	40,950	51,532	(2,983)	(44,327)	51,327	(11,318)	34,127	(939)	27,641
ULAE	19,900	-	(1,272)	2,859	3,598	(208)	(3,095)	3,583	(790)	2,383	(66)	1,930
Consultants	-	600	-	-	-	-	-	-	-	-	-	-
Administration-Other	-	2,000	-	-	-	-	-	-	-	-	-	-
Safety Service	40,850	42,548	-	-	-	-	-	-	-	-	-	-
Claims Administration	-	28,350	3,866	2,785	1,932	2,940	6,652	31,307	7,116	1,545	-	1,857
Program Administration	-	35,794	-	-	-	-	-	-	-	-	-	-
Board Expenses	-	183	-	-	-	-	-	-	-	-	-	-
Excess Insurance	150,105	-	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	656,428	109,475	11,905	69,842	65,319	12,086	(19,645)	160,712	40,553	42,402	(1,005)	34,831
Operating Income (Loss)	(16,174)	198,463	15,504	(47,415)	(56,472)	5,958	85,807	78,224	12,404	(28,816)	8,312	(16,378)
Non-Operating Income												
Change in Fair Market Value	5,736	162	47	280	55	12	156	608	79	101	(6)	111
Interest Income	105,132	4,465	3,512	5,825	1,598	1,374	6,543	44,307	7,482	4,245	474	2,682
Total Non-Operating Income	110,868	4,627	3,559	6,105	1,653	1,386	6,699	44,915	7,561	4,346	468	2,793
Change in Members' Equity	94,694	203,090	19,063	(41,310)	(54,819)	7,344	92,506	123,139	19,965	(24,470)	8,780	(13,585)
Beginning Members' Equity	4,125,549	464,104	90,435	215,091	67,802	(18,012)	256,729	2,212,176	235,469	411,974	47,156	152,755
Ending Members' Equity	\$ 4,220,243	\$ 667,194	\$ 109,498	\$ 173,781	\$ 12,983	\$ (10,668)	\$ 349,235	\$ 2,335,315	\$ 255,434	\$ 387,504	\$ 55,936	\$ 139,170

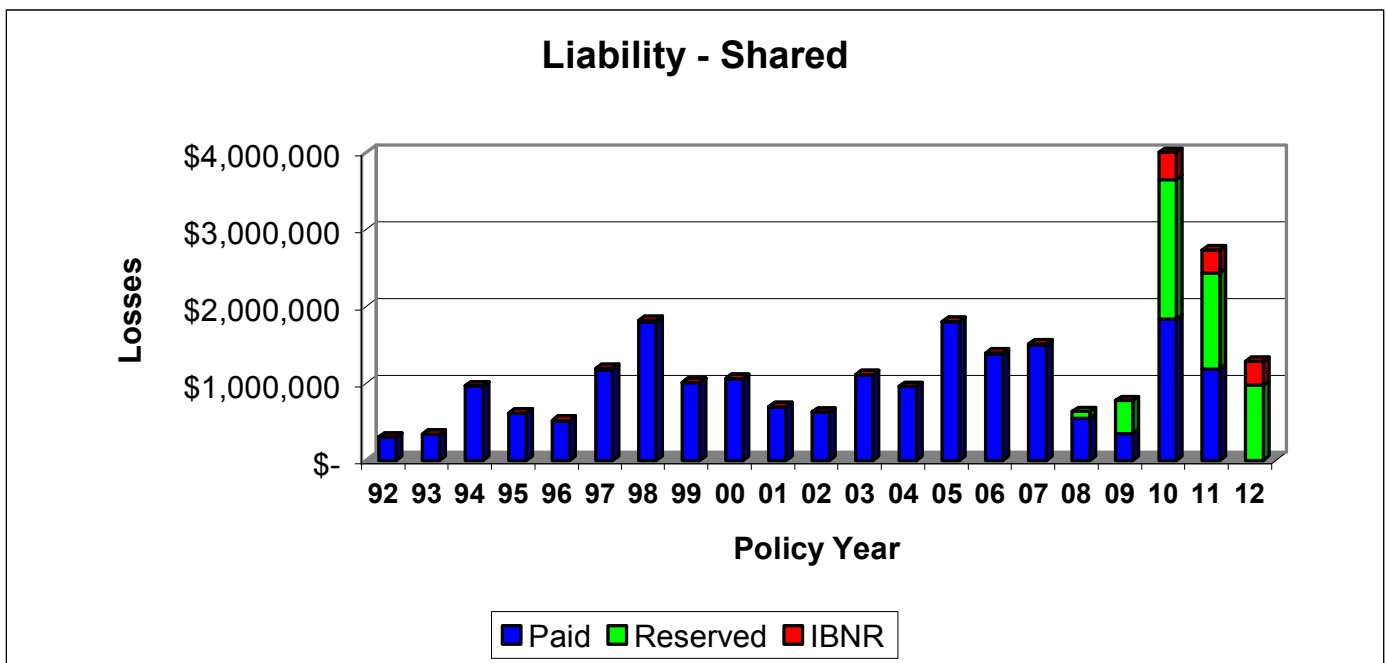
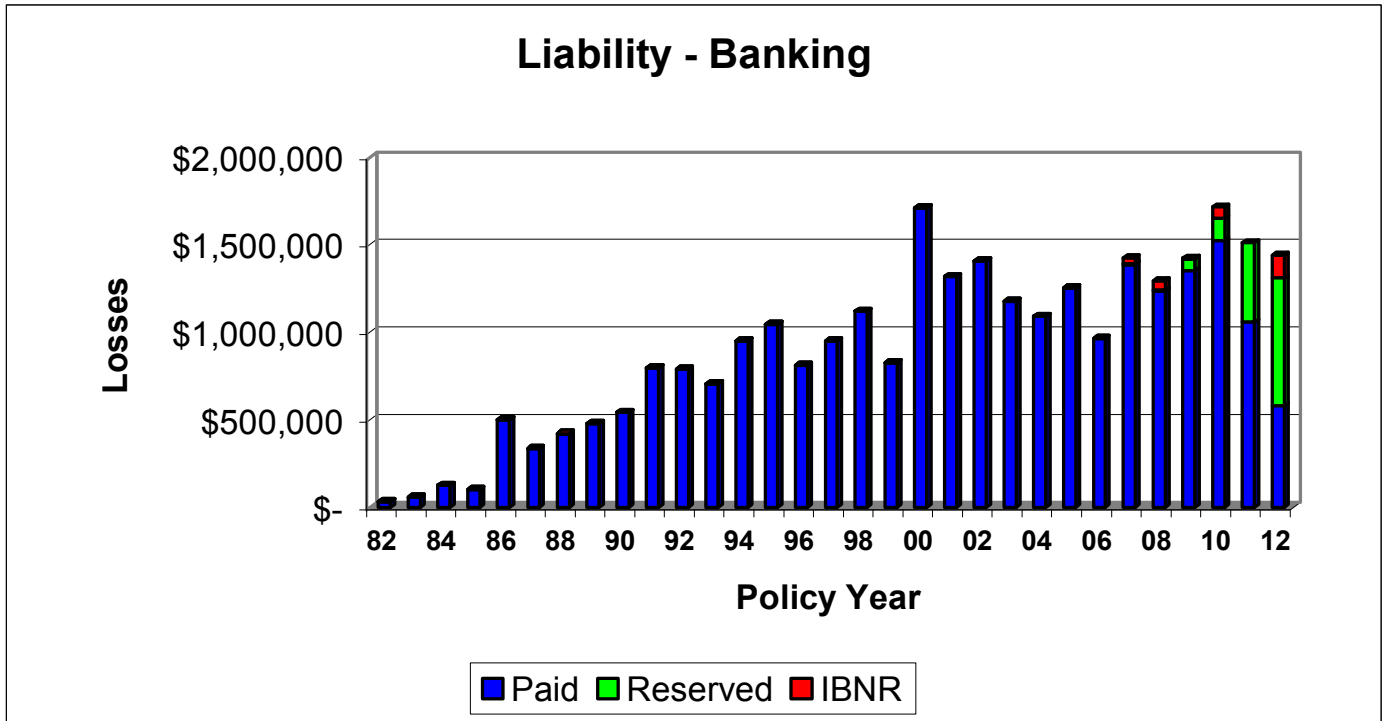
Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Combining Statement of Revenues, Expenses and Changes in Members' Equity - Workers' Compensation
For the Three Months Ended September 30, 2012

	City of Lincoln	City of Marysville	City of Nevada City	City of Oroville	City of Paradise	City of Placerville	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City	Total
Operating Income												
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	133,731
Banking Layer Deposit	41,133	35,790	20,884	44,714	59,027	48,137	47,890	10,143	97,029	13,044	71,269	963,188
Shared Risk Layer	-	-	-	-	-	-	-	-	-	-	-	489,571
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-	-	-	150,683
Property/Crime Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Risk Management Grants	-	-	-	-	-	-	-	-	-	-	-	174,207
Total Operating Income	41,133	35,790	20,884	44,714	59,027	48,137	47,890	10,143	97,029	13,044	71,269	1,911,380
Operating Expenses												
Claims Paid	70,680	31,237	8,051	55,202	44,151	(23,869)	159,068	11,454	18,830	18,496	137,469	911,577
O/S Liability adj.	(40,381)	(48,231)	(1,464)	(20,869)	(11,698)	24,555	14,034	(9,287)	(23,178)	9,567	55,342	361,233
ULAE	(2,819)	(3,367)	(102)	(1,457)	(817)	1,714	980	(648)	(1,618)	668	3,864	25,220
Consultants	-	-	-	-	-	-	-	-	-	-	-	600
Administration-Other	-	-	-	-	-	-	-	-	-	-	-	2,000
Safety Service	-	-	-	-	-	-	-	-	-	-	-	83,398
Claims Administration	5,965	6,121	2,469	5,962	8,349	5,179	8,190	2,089	8,424	2,931	14,071	158,100
Program Administration	-	-	-	-	-	-	-	-	-	-	-	35,794
Board Expenses	-	-	-	-	-	-	-	-	-	-	-	183
Excess Insurance	-	-	-	-	-	-	-	-	-	-	-	150,105
Property/Crime Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	33,445	(14,240)	8,954	38,838	39,985	7,579	182,272	3,608	2,458	31,662	210,746	1,728,210
Operating Income (Loss)	7,688	50,030	11,930	5,876	19,042	40,558	(134,382)	6,535	94,571	(18,618)	(139,477)	183,170
Non-Operating Income												
Change in Fair Market	96	324	22	47	2	42	147	391	592	130	571	9,705
Interest Income	7,096	7,097	1,627	5,064	6,640	4,272	6,811	3,599	16,715	2,951	14,808	264,318
Total Non-Operating Income	7,192	7,421	1,649	5,111	6,642	4,314	6,958	3,990	17,307	3,081	15,379	274,023
Change in Members' Equity	14,880	57,451	13,579	10,987	25,684	44,872	(127,424)	10,525	111,878	(15,537)	(124,098)	457,193
Beginning Members' Equity	28,601	235,297	122,365	171,914	203,413	180,390	194,600	333,393	1,056,042	125,160	400,848	11,313,251
Ending Members' Equity	\$ 43,481	\$ 292,748	\$ 135,944	\$ 182,901	\$ 229,097	\$ 225,262	\$ 67,176	\$ 343,918	\$ 1,167,920	\$ 109,623	\$ 276,750	\$ 11,770,444

**Northern California Cities Self Insurance Fund
(Governmental Enterprise Fund)
Reconciliation of Claims Liability by Program as of
September 30, 2012**

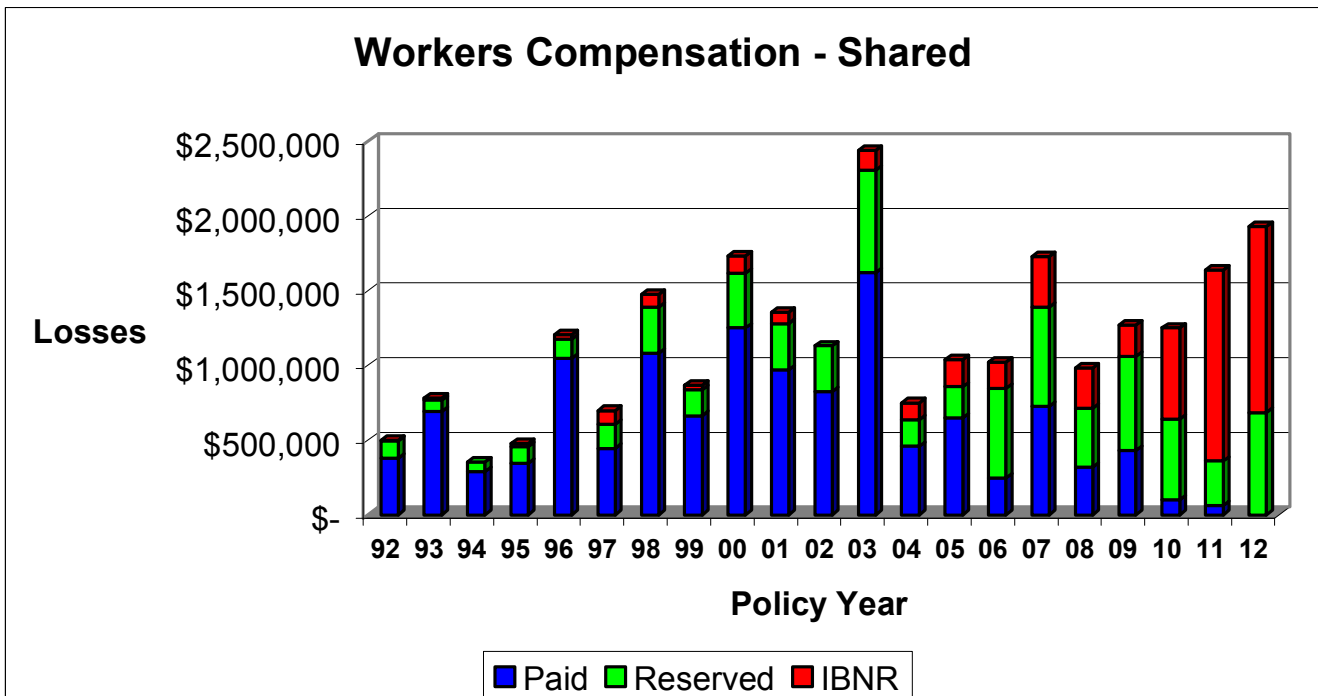
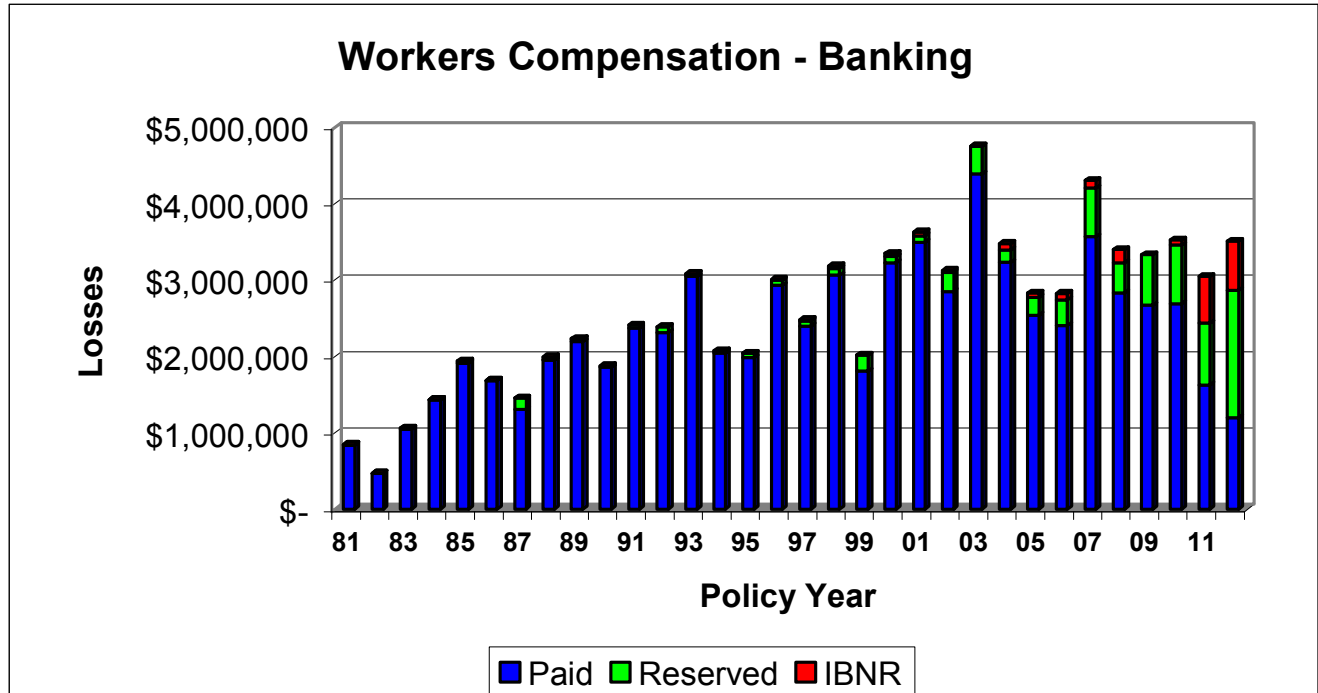
	Liability Banking 2013	Liability Shared Risk 2013	Total Liability Program 2013	Total Liability Program 2012	WC Banking 2013	WC Shared Risk 2013	Total WC Program 2013	Total WC Program 2012	Totals 2013	Totals 2012
Unpaid claims and claim adjustment expenses at beginning of the fiscal year	1,953,744	7,571,173	9,524,918	6,611,383	10,914,842	13,133,039	24,047,880	23,214,284	33,572,798	29,825,666
Incurring claims and claim adjustment expenses:										
Provision for insured events of the current fiscal year	363,577	328,697	692,275	2,721,521	894,659	525,016	1,419,675	5,411,068	2,111,950	8,132,589
Increases (Decreases) in provision for insured events of prior fiscal years	(45,018)	(651,716)	(696,734)	3,619,779	(67,424)	(79,380)	(146,804)	(836,058)	(843,538)	2,783,720
Change in provision for ULAE in current year	-	-	-	-	5,318	19,900	25,219	54,398	25,219	54,398
Total incurred claims and claim adjustment expenses	318,560	(323,019)	(4,459)	6,341,300	832,554	465,536	1,298,090	4,629,408	1,293,631	10,970,707
Payments:										
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	20,383	-	20,383	502,013	42,822	-	42,822	777,346	63,204	1,279,359
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	236,280	1,141,156	1,377,436	2,925,752	708,235	160,582	868,816	3,018,465	2,246,252	5,944,217
Total Payments	256,663	1,141,156	1,397,819	3,427,765	751,056	160,582	911,638	3,795,811	2,309,457	7,223,576
Total unpaid claims and claim adjustment expenses at end of the fiscal year	2,015,641	6,106,999	8,122,640	9,524,918	10,996,339	13,437,993	24,434,332	24,047,880	32,556,972	33,572,798
Claims Liability	2,015,641	6,106,999	8,122,640	9,524,918	10,278,753	12,561,071	22,839,824	22,478,591	30,962,464	32,003,509
Claims ULAE	-	-	-	-	717,587	876,921	1,594,508	1,569,289	1,594,508	1,569,289
Total Claim Liabilities	2,015,641	6,106,999	8,122,640	9,524,918	10,996,339	13,437,993	24,434,332	24,047,880	32,556,972	33,572,798

Northern California Cities Self Insurance Fund
Graphical Summary of Claims as of
September 30, 2012



See Accompanying Accountant's Report

Northern California Cities Self Insurance Fund
Graphical Summary of Claims as of
September 30, 2012



2013 EXECUTIVE COMMITTEE ROTATION SCHEDULE

ACTION ITEM

ISSUE: The Executive Committee is comprised of seven voting members and two non-voting members. The NCCSIF President, Vice President, Past President, Secretary and three others, elected by the Board on a territorial rotation basis, serve as the voting members. The two non-voting members of the Executive Committee are the Treasurer and CJPRMA Board Representative. The President shall act as Chair of the Executive Committee.

The following changes are effective January 1, 2013:

- **Outgoing:** Representatives for the Cities of Anderson, Corning, Red Bluff and Willows will rotate off the Executive Committee effective December 31, 2012 upon completion of their two-year terms.
- **Remaining:** Representatives for the Cities of Gridley, Oroville and Town of Paradise will remain on the Executive Committee for the second year of their two-year terms.
- **Incoming:** Representatives for the Cities of Auburn, Lincoln, Nevada City and Rocklin will rotate onto the Executive Committee effective January 1, 2013.

A list of Members serves is included on the following page.

Member	Two-Year Term
City of Anderson City of Corning City of Red Bluff City of Willows	January 1, 2011 to December 31, 2012
City of Gridley City of Oroville Town of Paradise	January 1, 2012 to December 31, 2013
City of Auburn City of Lincoln City of Nevada City City of Rocklin	January 1, 2013 to December 31, 2014
City of Dixon City of Galt City of Rio Vista	January 1, 2014 to December 31, 2015
City of Folsom City of Ione City of Jackson City of Placerville	January 1, 2015 to December 31, 2016
City of Colusa City of Marysville City of Yuba City	January 1, 2016 to December 31, 2017
City of Anderson City of Corning City of Red Bluff City of Willows	January 1, 2017 to December 31, 2018

FISCAL IMPACT: None.

RECOMMENDATION: Staff recommends approval of the rotation schedule as presented at today's meeting.

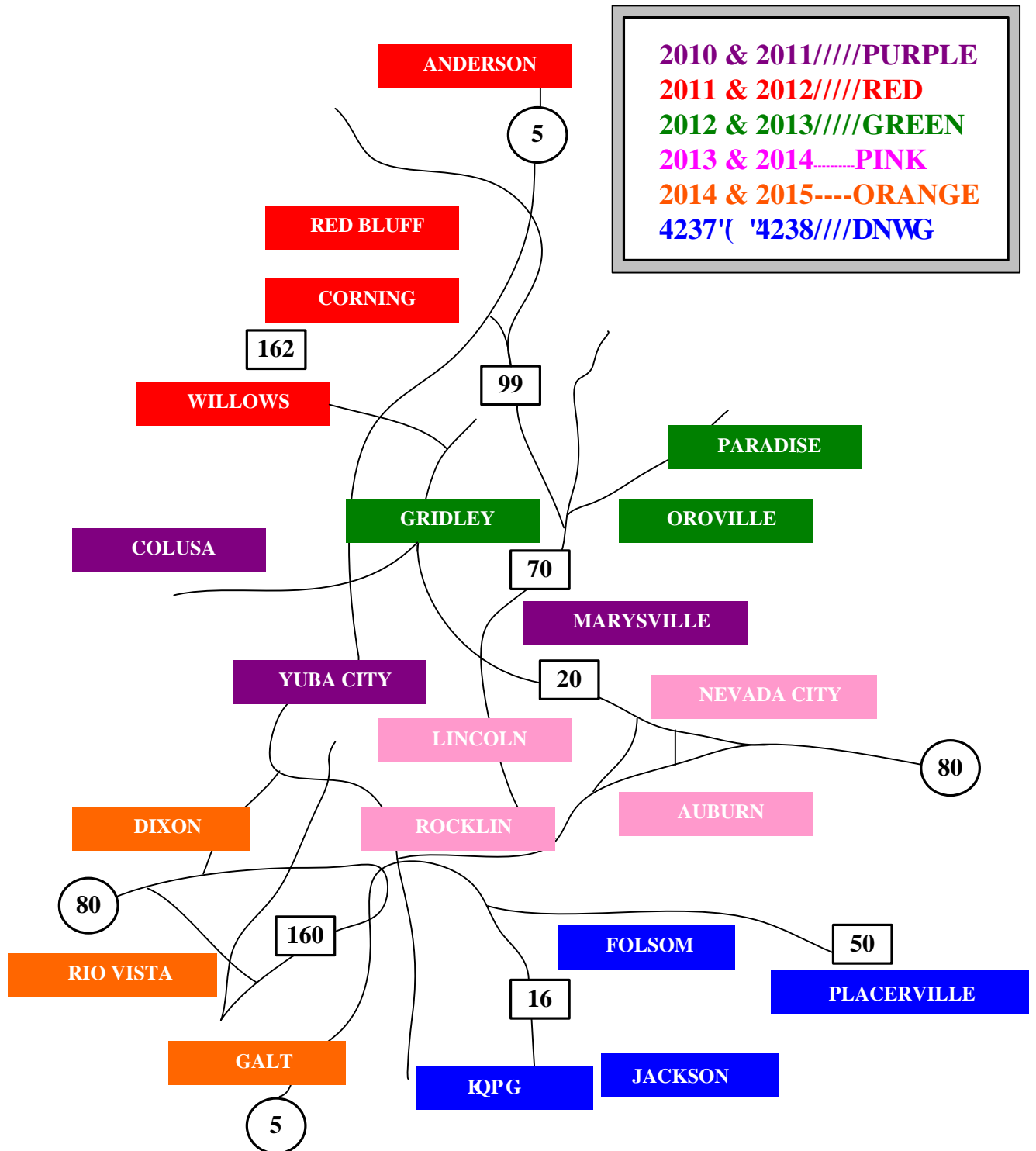
BACKGROUND: The Executive Committee rotation is currently performed on an annual basis.

ATTACHMENT(S): Proposed Executive Committee Rotation Map 2013

NCCSIF

Northern California Cities Self Insurance Fund

EXECUTIVE COMMITTEE ROTATION LIST





**Executive Committee Meeting
November 15, 2012**

Agenda Item H.2.

APPROVAL OF 2013 NOMINATING COMMITTEE & NOMINATION OF OFFICERS

ACTION ITEM

ISSUE: Membership on the NCCSIF Executive Committee rotates annually and each member serves for a two-year term. The Cities of Anderson, Red Bluff, Corning and Willows are scheduled to rotate off the Executive Committee on December 31, 2012. The January 1, 2013 to December 31, 2014 term for the Executive Committee will include the following members:

2013 NCCSIF Executive Committee

City of Gridley	Karin Helvey
City of Oroville	Liz Ehrenstrom
Town of Paradise	Gina Will
City of Auburn	Andy Heath
City of Lincoln	John Lee
City of Nevada City	Catrina Olson
City of Rocklin	Russell Hildebrand

Non-Voting Members

City of Willows	Tim Sailsbery (Treasurer)
City of Galt	Paula Islas (CJPRMA Representative)

Historically, the newly-elected officers (President, Vice President, Secretary and Treasurer) are nominated by the Executive Committee, acting as the Nominating Committee. The officers are chosen from the Executive Committee and are elected for a one-year term. Historically, the President is selected from the second-year members (often the current Vice President) and the Vice President is generally selected from the first year members. The Secretary is selected from either group of members. The Treasurer is selected from the program members at large and is the only officer not limited to a one-year term.

Executive Committee office is held by the specific assigned Board Member, not the City. This means that if an Executive Committee member is unable to attend a scheduled meeting, the Board Alternate for that City, while welcome to attend the meeting, may not vote.



**Executive Committee Meeting
November 15, 2012**

FISCAL IMPACT: None.

RECOMMENDATION: The Program Administrator recommends that the Executive Committee appoint itself to act as the Nominating Committee and make recommendations to the Board of Directors for the positions of President, Vice-President and Secretary.

BACKGROUND: The Executive Committee is a standing committee of the Board of Directors and is comprised of seven to nine voting members and two non-voting members. The President of the Board of Directors serves as the Chair of the Executive Committee. The President, Vice-President, Secretary, Past President and three-five other Board of Directors members act as the seven-nine voting members. The two non-voting members are the Treasurer and the Representative to the CJPRMA Board of Directors.

Section 5 of the NCCSIF Bylaws describes the duties and responsibilities of the Officers of the Authority.

ATTACHMENT(S): Section 5 of the NCCSIF Bylaws

shall be made from among the Board of Directors.

SECTION 5

Officers of the Authority

A. The officers of the Authority shall be a President, Vice President, Secretary, and Treasurer Officers so appointed shall serve at the pleasure of the Board of Directors. The president shall chair meetings to the Board of Directors and Executive Committee; the vice president shall act in the place of the president in the president's absence. The secretary shall keep and maintain minutes of the Board meetings and Executive Committee meetings, or to direct the keeping and maintaining of such minutes, and to promptly report minutes of meetings to all members as soon as practicable after the meeting has concluded. The treasurer's duties are as described in Sections 11 and 12 of the Bylaws. Other responsibilities may be set forth by the Board of Directors.

B. The President, Vice President and Secretary shall be elected by the Board of Directors and shall serve one (1) year terms. No officer shall serve for more than two (2) complete consecutive terms in his or her respective office. The terms of each office will ordinarily commence on January 1st of each calendar year, except that if an election has not been conducted by that date, the terms shall commence as soon as the election has been held. The terms of each office shall end on December 31st of the calendar year, except that if the election of the officers to serve the next succeeding term has not been conducted, the incumbent officers shall continue to hold their offices until the election has been conducted.

C. The Treasurer shall be appointed by the Board of Directors and, unless the Board of Directors determines otherwise, the Treasurer shall serve at the Board of Directors' pleasure. The Treasurer shall be an officer or employee of a Member Entity or a Certified Public Accountant.

D. The Board of Directors may create such other offices and appoint such other officers as it deems necessary and advisable.

SECTION 6

Committees

Committees may be formed as necessary by either the Board of Directors or the Executive Committee for the purposes of overseeing any functions that the Board or Executive Committee has authority to control, such as, but not limited to, administration and policy direction, claims administration, investments, safety/loss control, etc.

SECTION 7

Program Director and Other Staff

A. The Board of Directors shall appoint a Program Director who shall be responsible for the general administration of the business and activities of the Authority as directed by the Executive Committee.



**Executive Committee Meeting
November 15, 2012**

Agenda Item H.3.

APPROVAL OF RESOLUTION 13-01 AUTHORIZING INVESTMENT OF MONIES IN LOCAL AGENCY INVESTMENT FUND

ACTION ITEM

ISSUE: The Executive Committee will review Resolution 13-01 to be approved by the Board of Directors at the January 17, 2013 meeting, authorizing the newly elected President, Vice President and Treasurer to order the deposits or withdrawal of monies in LAIF.

FISCAL IMPACT: No new fiscal impact is anticipated.

RECOMMENDATION: It is the recommendation of the Program Administrator that the Executive Committee recommend to the Board of Directors approval of Resolution 13-01, authorizing the newly elected President, Vice President and Treasurer, authority to order the deposits or withdrawal of monies in LAIF.

BACKGROUND: On an annual basis, records are updated with the Local Agency Investment Fund (LAIF) to reflect the newly elected officers of NCCSIF.

ATTACHMENT(S): Proposed NCCSIF Resolution 13-01



RESOLUTION 13-01

RESOLUTION AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer, and

WHEREAS, The Northern California Cities Self Insured Fund (NCCSIF) Board of Directors does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purposes of investment stated therein is in the best interest of Northern California Cities Self Insurance Fund.

NOW THEREFORE, BE IT RESOLVED, that the NCCSIF Board of Directors does hereby authorize the deposit and withdrawal of Northern California Cities Self Insurance Fund monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16428.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following Northern California Cities Self Insurance Fund officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund effective immediately:

- NCCSIF President - _____
- NCCSIF Vice President – _____
- NCCSIF Treasurer – _____
- NCCSIF Financial Consultant – _____

I hereby certify that the foregoing is a full, true and correct copy of Resolution No. 12-01 duly and regularly adopted and passed at a regular meeting of the Board of Directors of the Northern California Cities Self Insurance Fund held on the 17th day of January 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

NCCSIF President

NCCSIF Secretary



**Executive Committee Meeting
November 15, 2012**

Agenda Item H.4.

2013 NCCSIF BOARD AND COMMITTEE MEETING CALENDAR

ACTION ITEM

ISSUE: The Executive Committee will review and approve the revised proposed 2013 Meeting Calendar. The Meeting Calendar was presented to the Board of Directors on October 18, 2012 for their review. Staff has not received any requests to change the dates due to conflicts. The Agenda has been revised to include a Board of Directors meeting and Risk Management Meeting on January 17, 2013 as the December 15, 2012 Board meeting and Risk management meeting will not be held due to the scheduling of Long Range Planning.

FISCAL IMPACT: None.

RECOMMENDATION: It is the recommendation of the Program Administrator that the Executive Committee review and approve the proposed 2013 NCCSIF Meeting Calendar.

BACKGROUND: Annually, the Executive Committee reviews and approves the meeting calendar for NCCSIF Board, Executive, Risk Management, Claims, Police Risk Management and Finance Committee meeting.

The NCCSIF Bylaws do not specify when the meetings are to take place. They do specify that the Board hold at least one (1) regular meeting during the year. The Executive Committee meetings shall be held at times as the Executive Committee deems appropriate.

ATTACHMENT(S): 2013 NCCSIF Board and Committee Meeting Calendar

2013 MEETING CALENDAR

BOARD OF DIRECTORS 12:00 p.m.	EXECUTIVE COMMITTEE 10:30 a.m.	CLAIMS COMMITTEE 12:30 p.m.
January 17	March 14	March 14
April 25	May 9	May 9
June 13	September 12	September 12
October 10	November 14	November 14
December 12		

RISK MANAGEMENT COMMITTEE 9:30 a.m.	POLICE RISK MANAGEMENT COMMITTEE 10:30 a.m.	FINANCE COMMITTEE 10:30 a.m.
January 17	January 10	September 5
April 25	April	
June 13	August	
October 10	November	
December 12		

ALL MEETINGS ARE SCHEDULED ON THURSDAYS

Risk Management Committee meetings are scheduled for 9:30 a.m.

Board of Director Meetings will start at 12:00 p.m.

**This meeting will follow the EC meeting, as the Claims Committee members will be selected at that meeting.*

CJPRMA 2013 MEETING DATES –

March 21, 2013 – Board of Directors
 May 14-16, 2013 – Annual Membership Meeting
 June 20, 2013 – Board Meeting
 October 16-17, 2013 – Board Meeting
 December 19, 2013 – Board Meeting



**Executive Committee Meeting
November 15, 2012**

Agenda Item H.5.

2013 NCCSIF SERVICE CALENDAR

INFORMATION ITEM

ISSUE: On an annual basis, a *Service Calendar* is provided to the Executive Committee showing a timeline of the annual activities to be completed on behalf of the organization.

FISCAL IMPACT: No fiscal impact is anticipated.

RECOMMENDATION: It is the recommendation of the Program Administrator that the Executive Committee review, receive and file the 2013 NCCSIF Service Calendar.

BACKGROUND: None.

ATTACHMENT(S): 2013 NCCSIF Service Calendar



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
DECEMBER 2012		
12/13/12	LRP Session	BD
12/15/12	2 nd Installment of Assessments - begin collecting	JM
12/31/12	Financial Audit -mail to State and Counties of Members	JM
JANUARY 2013		
01/03/13	PRMC Agenda – mailed for January Meeting	AS
01/05/13	Statement of Facts – Roster of Public Agencies - file with State & County	AS
01/10/13	PRMC Meeting	AS
01/10/13	BOD Agenda - mail for 01/17/13 meeting	AS
01/17/13	RMC/BOD Meeting	RM/BD
	CJPRMA Refund Allocate to 2012/2013 Liability premium	BD
	3 rd quarter Investment Reports (as of 09/30) - submit for approval	BD
	3 rd quarter Financials (as of 09/30) - submit for approval	BD
	2013 Meeting Calendar - submit for approval	BD
	2013 Service Calendar - submit for approval	BD
	2013 EC Rotation Schedule - submit for approval	BD
	2013 Calendar Year Officers - submit for election	BD
	Investment Policy - submit for approval	BD
	Marketing Plan & Renewal Timeline: submit for approval	BD
	Claims Administration Audit (<i>GL odd years, WC even years</i>) - submit for approval – check to find out.	BD
01/10/13	Form 700 - mail to BD and Committee members – deadline 03/21/13	AS
01/10/13	4 th quarter (as of 12/31) DE-6 – request from Members	AS
01/10/13	Request Loss data (as of 12/31) from York	AS
01/14/13	Property Program - prepare specifications	AS
01/14/13	Liability/WC – renewal loss information - deadline for receipt from York	AS
01/24/13	Loss and Renewal Instructions - send to actuary	AS
01/31/13	4 th quarter DE-6 Reports (as of 12/31) - send to CJPRMA	AS
01/31/13	WC/Liability – estimated WC payroll – check to find out.	AS
FEBRUARY 2013		
02/04/13	Annual Service Provider Performance Evaluations - send to members - reviewed by BD President	AS
02/4-6/13	PARMA Annual Risk Management Conference – Rancho Mirage California	
02/14/13	Crime Program – prepare and send applications to Members	AS
02/21/13	Reminder – Form 700s to Board and Alternate Members	AS



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
MARCH 2013		
03/01/13	Actuarial Study - receive draft and send to Jim Marta	AS
03/01/13-3/14/13	Banking and Shared Risk Layer Program Deposits - prepare preliminary worksheets, and Shared Risk layer adjustments for FY 2013/14	AS
03/07/13	Request Banking Layer adjustments from Jim Marta	AS
03/07/13	Claims & EC Agendas - mail for 03/14/13 meetings	AS/York
03/14/13	Claims & Executive Committee Meetings	EC
	4 th quarter Investment Reports (as of 12/31) - submit for review	EC
	4 th quarter Financials (as of 12/31) - submit for review	EC
	Review and approve actuarial studies	EC
	Preliminary FY 2013/14 Budget - submit for review	EC
	Liability & WC Banking & Shared Layer – preliminary deposit calculation for review	EC
	Claims Committee - select members	EC
	Claims Auditor - evaluate and consider RFP (Liability odd years/WC even years)	EC
	Service Provider Performance Evaluations - submit responses for review	EC
03/21/13	Form 700s - receive from Board Members and Alternates	AS
03/31/13	Renewal Certificates List to members	AS
APRIL 2013		
04/01/13	Form 700s - file with FPPC	AS
04/07/13	Request Crime Renewal Quotations	AS
04/11/13	Alliant begins contact with various contractors regarding renewal terms	AS
04/11/13	1 st Quarter DE-6 (as of 03/31) - request to members	AS
April 2013	PRMC Agenda – mail for April meeting	AS/BM
April 2013	PRMC Meeting	AS/BM
04/18/13	RMC & BOD Agenda - mail for 04/25/13 meetings	AS
04/15/13	Send annual renewal certificate spreadsheets to members – due 1 month	AS
04/18/13	1 st quarter Losses - receive from York (as of 03/31)	JM
04/25/13	RMC & BOD Meeting	BD
	4 th quarter Investment Reports - submit for approval	BD
	4 th quarter Financials (as of 12/31) - submit for approval	BD
	Preliminary FY 2012/13 Budget - submit for review	BD
	Liability WC Banking & Shared Risk Layers-deposit calculations for review (excess WC & Liability & Admin costs pending)	BD



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
	Banking Plan Fund Adjustments - submit for approval	BD
	Shared Risk Layer Plan Fund Adjustments - submit for approval	BD
	Actuarial Study - submit for approval	BD
04/29/13	1 st quarter DE-6 reports (as of 03/31) to CJPRMA	AS
04/30/13	Crime Renewal App to ACIP	AS
MAY 2013		
05/02/13	Annual certificate renewal reminder to members	AS
05/02/13	Banking and Shared Risk Layer Adjustments/Assessments - mail to JM for distribution to members	AS
05/02/13	WC Renewal Quotations - receive preliminary (if any)	AS
05/02/13	Claims & EC Agendas - mail for 05/09/13 meetings	AS/York
05/09/13	Claims & Executive Committee Meetings	EC
	1 st quarter Financials (as of 03/31) - submit for approval	EC
	1 st quarter Investment Reports (as of 03/31) - submit for approval	EC
	Liability and WC Program Deposits - review 2012 revisions	EC
	FY 2013/14 Budget - submit for review	EC
	Program Administration Contract - submit for approval (<i>as needed</i>)	EC
	Safety & Risk Control Services Contract - submit for approval (<i>as needed</i>)	EC
	Liability Claims Administration Contract - submit for approval (<i>as needed</i>)	EC
	WC Claims Administration Contract - submit for approval (<i>as needed</i>)	EC
	Accounting Services Contract - submit for approval (<i>as needed</i>)	EC
	Legal Services Contract - submit for approval (<i>as needed</i>)	EC
	Conflict of Interest Code-submit for approval (<i>every even-numbered year</i>)	EC
	Property renewal status review	EC
	Crime renewal quotations review	EC
	Liability Memorandum of Coverage FY 2013/14 – submit for approval	EC
	WC Memorandum of Coverage FY 2013/14 – submit for approval	EC
05/19/13	Property Program - receive preliminary renewal quotation	AS
05/25/13	Obtain necessary signatures to finalize contracts with consultants	AS
JUNE 2013		
06/13/13	Renewal certificate spreadsheet to CSAC and CJPRMA	AS
06/06/13	RMC & BOD Agenda - mail for 06/13/13 meeting	AS
06/13/13	RMC & BOD Meeting	RM & BD
	Approve Risk Management Budget	RM
	Claims analysis (as of 12/31)	RM



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
	1 st quarter Investment Reports (as of 03/31) - submit for approval	BD
	1 st quarter Financials (as of 03/31) - submit for approval	BD
	FY 2013/14 Budget - submit final for approval	BD
	Liability and WC FY 2013/14 Banking & Shared Risk Layer Program Deposits - submit final for approval	BD
	Liability Memorandum of Coverage FY 2013/14 - submit for approval	BD
	WC Memorandum of Coverage FY 2013/14 - submit for approval	BD
	Conflict of Interest Code - submit for approval (<i>every even year</i>)	BD
	Property Program - provide report and allocations on renewal quotes	BD
	Crime Program – provide report and allocations on renewal quotes	AS
Mid-June	Preparation of Accreditation (2011 and every 3 years thereafter)	AS
06/27/13	Send certificates to Certificate Holders and Members	AS
06/27/13	Send Auto ID Cards to Members	AS
JULY 2013		
07/01/13	NCCSIF Joint Powers Authority - 34 th Anniversary	ALL
07/01/13	Send renewal binders to Members	AS
07/10/13	Request Certificate of Insurance from Contractors	
07/10/13	Request loss data as of 06/30 from York for Claims Audit	AS
07/15/13	Liability MOC, Declarations and Summary – send to Members	AS
07/15/13	WC MOC, Declaration and Summary – send to Members	AS
07/15/13	Property Summary – send to Members	AS
07/15/13	Crime Summary – send to Members	AS
07/15/13	Final FY 2013/14 WC Payroll - request from members	AS
07/21/13	Upon receipt of loss data begin semi annual loss charts for RM meeting in October and to be sent to Members	AS
07/29/13	Send 2 nd quarter DE-6 (as of 06/30) to CJPRMA	AS
AUGUST 2013		
08/01/13	NCCSIF Financial Audit - begin preparation of documents	AS/JM/FA
Aug 2013	PRMC Agenda – mail for Aug meeting	AS/BM
Aug 2013	PRMC Meeting	AS/BM
08/25/13	Send CSAC-EIA renewal applications to Members – deadline one month	AS
08/25/13	Finance Committee Agenda - mail for 09/01/13 meeting	AS
SEPTEMBER 2013		
09/05/13	Finance Committee Meeting	FC
	Review audit or DRAFT	FC



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
	Investment portfolio – review	FC
	Investment policy – review	FC
09/12/13	1 st Installment of Assessments - begin collecting	JM
09/04/13	Claims & EC Agendas - mail for 09/12/13 meetings	AS/York
09/18/13 – 09/21/13	2013 CAJPA Fall Conference and Training Seminar – South Lake Tahoe	
09/19/13	Investment Policy - review and update	JM
09/19/13	Financial Audit – review and update	JM
09/12/13	Claims & Executive Committee Meetings	EC
	Status of CAJPA Accreditation (2011 and every 3 years thereafter)	EC
	2 nd quarter Investment Reports (as of 06/30) - submit for approval	EC
	2 nd quarter Financials (as of 06/30) - submit for approval	EC
	Financial Audit - review status	EC
	Review audit or DRAFT	FC
	Investment portfolio – review	FC
	Investment policy – review	FC
09/22/13	PRM Agenda - mail for 09/29/13 meeting	AS
09/29/13	Police Risk Management Committee Meeting	PRM
09/30/13	Draft Program Manuals	AS
OCTOBER 2013		
10/03/13	Annual Report of Financial Transactions- file	JM
10/03/13	Public Self Insurer's Annual Report for JPA & Members - file	AS/York
10/10/13	3 rd quarter DE-6 (as of 09/30) – request from Members	AS
10/03/13	RMC & BOD Agenda - mail for 10/10/12 meeting	AS
10/10/13	RMC/BOD Meeting	BD
	Investment Policy - review suggested updates	FC
	Financial Audit – review draft submission	FC
	2 nd quarter Investment Reports - submit for approval	BD
	2 nd quarter Financials (as of 6/30) - submit for approval	BD
	Target Equity Presentation	BD
	FY 2012/13 Financial Audit - submit for approval	BD
	Loss Analysis charts (as of 06/30)	RM
	Select outside training for 2013/14	RM
10/17/13	Claims Audit - perform GL (<i>odd numbered years</i>) or WC (<i>even numbered years</i>) audit	CA
10/31/13	3 rd quarter DE-6 Reports - send to CJPRMA (as of 09/30)	AS



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore

EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
10/31/13	CSAC-EIA Renewal	AS
10/31/13	Program Manual to Members	AS
NOVEMBER 2013		
Nov 2013	PRMC Agenda – mail for November meeting	AS/BM
Nov 2013	PRMC Meeting	AS/BM
11/07/13	Claims & EC Agendas - mail for 11/14/13 meetings	AS/York
11/14/13	Property (location schedules), Liability & WC Programs (estimated payroll) - request renewal specifications for the next fiscal year, if needed	AS
11/14/13	Property Schedules to Members for review – deadline 30 days	AS
11/14/13	Claims & EC Committee Meetings	EC
	3 rd Quarter Financials (as of 09/30) - submit for approval	EC
	2014 Meeting Calendar - submit for approval	EC
	2014 Service Calendar - submit for approval	EC
	2014 EC Rotation Schedule - submit for approval	EC
	2014 Nominating Committee - select & nominate	EC
	Officers for 2012 - select & recommend to Board of Directors	EC
	Claims Audit (<i>GL odd years, WC even years</i>) - review and provide recommendations to BD	EC
	Investment Policy - review & recommend to BD	EC
	FY 2013/14 Marketing Plan & Renewal Timeline - submit for approval	EC
11/28/13	Property (PEPIP) Policy Notebooks – prepare and send to Members	AS
DECEMBER 2013		
Dec	Strategic Planning Session (2012 and every 3 years thereafter)	BD
12/05/13	RMC/BOD Agenda - mail for 12/12/13 meeting	AS
12/15/13	2 nd Installment of Assessments - begin collecting	JM
12/12/13	Board of Directors Meeting	BD
	3 rd quarter Investment Reports (as of 09/30) - submit for approval	BD
	3 rd quarter Financials (as of 09/30) - submit for approval	BD
	2013 Meeting Calendar - submit for approval	BD
	2013 Service Calendar - submit for approval	BD
	2013 EC Rotation Schedule - submit for approval	BD
	2013 Calendar Year Officers - submit for election	BD
	Investment Policy - submit for approval	BD
	CAJPA Final Accreditation report (2014 and every 3 years thereafter)	BD



2013 NCCSIF SERVICE CALENDAR

AS = Alliant Insurance Services Staff
 CA = Claims Auditor
 FA = Financial Auditor
 JM = Jim Marta, CPA Staff
 York = York Insurance Services Group Staff
 BM = Bickmore
 EC = Executive Committee
 BD = Board of Directors
 RM = Risk Management
 PRM = Police Risk Management
 FC = Finance Committee
 PA = Property Appraiser

Date	Activity	Completed by
	Marketing Plan & Renewal Timeline - submit for approval	BD
	Claims Administration Audit (<i>GL odd years, WC even years</i>) - submit for approval – Auditor makes presentation	BD
12/30/13	Financial Audit - mail to State and Counties of members	JM

2013/14 INSURANCE MARKET UPDATE AND RENEWAL MARKETING PLAN

INFORMATION ITEM

ISSUE: The Board of Directors annually reviews the insurance market update and approves or amends the renewal marketing plan for the coming fiscal year. Attached is a ***draft*** of that document.

FISCAL IMPACT: Potential fiscal impact is unknown at this time.

RECOMMENDATION:

Workers' Compensation: Staff recommends renewing coverage with CSAC EIA. Staff held discussions with other excess Workers' Compensation providers prior to the 2012/2013 renewal and found that they were not competitive with our program through CSAC EIA.

Liability: Staff recommends renewing coverage with CJPRMA.

Property: The PEPiP program is reevaluated with carriers annually, with carriers being added or deleted depending on market conditions. The program renews in July for all members. Last year staff marketed the Property program and found that the current program provided members with the broadest coverage's and the lowest cost.

Crime: The Crime program will be marketed to Alliant's Crime Insurance Program (ACIP).

BACKGROUND: The NCCSIF Market Update and Renewal Marketing Plan is reviewed annually at the November Executive Committee meeting then finalized for review at the December Board of Directors meeting in an attempt to keep members apprised of the current market situations with each group purchase program as well as commercial insurance option, if any.

ATTACHMENT(S): Market Update and Renewal Marketing Plan

NCCSIF Market Update and Renewal Marketing Plan

WORKERS' COMPENSATION:

As a result of the CSAC EIA program, which purchases excess coverage over a limit of \$5 million, market conditions continue to have minimal impact on our rates. Excess coverage is written on a year to year basis, but with the high attachment level those rates are not expected to fluctuate significantly. More important for NCCSIF is the fact that CSAC EIA rates members on an experience modification basis and so the results of NCCSIF when compared to the results of other members of the program are significant. The formula for calculating the CSAC EIA experience modification was amended in 2011 to use higher level losses and use losses over a seven year period compared to five years previously used. The new formula will be phased in over a five year period.

The Workers Compensation excess coverage remains with CSAC EIA for a seventh year. While workers' compensation reforms do not stabilize the excess layer costs as significantly as those of the lower coverage layers, there is still a decrease among all public agencies in claims frequency that has resulted in some stabilization of excess rates. For NCCSIF's layer medical costs are increasing annually at a rate of about 10% and benefits are also increasing but are limited to the rate of inflation under COLA. Therefore, Staff does not expect another decrease in JPA rates, but is optimistic that the rates will remain within the estimated 15% of the current rate as discussed above. NCCSIF's historical excess rates have varied greatly. Please refer to the attached chart:

There is still no commercial coverage available under \$1 million for municipalities with police and fire exposures. Additionally, those that are participating at \$1 million are still charging rates substantially higher than those available through CSAC EIA at \$500,000.

- We should anticipate the CSAC EIA limit remaining at Statutory and being shared with other CSAC EIA members whose total payroll is now over \$47 billion.
- We anticipate retaining our SIR at \$500,000.
- 2012 Rates increased last year by \$.161 to \$.410 which is comparable to the 2005 rate level. At this time CSAC EIA tells us to expect an increase around 15%. Usually, increases are less than the initial indications.

LIABILITY:

In 2010 CJPRMA decreased Members' program costs using a revised rating methodology. They did this to meet competition from other excess pools. The long term impact is the reduction of annual Liability excess costs. Another result is that dividends from CJPRMA, currently used to reduce NCCSIF Liability Program costs, will be reduced over time. CJPRMA will be meeting on December 16th and will establish rates for 2013 at that time.

	Premiums	Dividends
2009/2010	\$947,209	\$357,947
2010/2011	\$846,221	\$502,233
2011/2012	\$848,701	\$304,007
2012/2013	\$800,000	TBD

PROPERTY:

Although it is premature as loss/damages estimates have not been estimated yet from Superstorm Sandy, we expect to see property rates increase

At this time, Alliant is holding initial meetings with underwriters from the major carriers and from London participants in the PEPiP program to work on the expectations for next year's property renewal. We will hope to be able to report to the Board the forecast from those meetings.

- Property schedules will be sent to Members in November and it will be extremely important for property schedules to be returned to NCCSIF by the deadline.



**Executive Committee Meeting
November 15, 2012**

Agenda Item H.7.

LONG RANGE PLANNING SESSION

ACTION ITEM

ISSUE: Strategic Planning is an important process for improved JPA operations, and a requirement by CAJPA for NCCSIF's accreditation every three years. The EC has recommended conducting a focused Long Range Planning (LRP) process this year that, depending on the outcomes, may lead to more in-depth planning throughout the next few years.

FISCAL IMPACT: None (except for regular Board meeting costs); Mr. Kevin Bibler, Alliant Insurance Services, Inc., has volunteered to act as the Facilitator at no cost to the Authority. Mr. Bibler has extensive experience with JPA's and is very involved with the CSAC EIA JPA.

RECOMMENDATION: The Executive Committee should review the following agenda and comment or propose any amendments that may be necessary.

BACKGROUND: Strategic Planning can take many forms. This year the Executive Committee suggested that we hold LRP on a separate day from the Board meeting so allow time for a thorough analysis of items in a short amount of time; combining the LRP with a regularly scheduled Board meeting. Obviously, to properly conduct planning Board members should be reminded of important background items first, so a series of reports will be included.

ATTACHMENT(S): *Draft LRP Agenda of the LRP*



President
Ms. Liz Ehrenstrom
City of Corning

Treasurer
Mr. Tim Sailsbery
City of Willows

NCCSIF LONG RANGE PLANNING SESSION

Vice President
Ms. Karin Helvey
City of Gridley

Secretary
Ms. Gina Will
Town of Paradise

Date: Thursday, December 13, 2012

Time: 8:30 a.m.

Location: Le Rivage Hotel
4800 Riverside Blvd, Sacramento, CA 95822

MISSION STATEMENT

The Northern California Cities Self Insurance Fund, or NCCSIF, is an association of municipalities joined to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner while providing members with broad coverage and quality services in risk management and claims management.

TOPICS FOR DISCUSSION

I. INTRODUCTION TO LONG RANGE PLANNING SESSION

Mr. Kevin Bibler from Alliant Insurance Service, Inc. will facilitate the Long Range Planning Session. He will provide the Board with an overview of the Long Range Planning Agenda.

II. REPORTS

A. Financial Update

Chandler Asset Management will provide a presentation to the Board regarding the current economic conditions.

B. Emerging Issues

Mr. Mike Simmons will share their thoughts on what NCCSIF should expect with respects to insurance rates, emerging exposures, and expected issues.

C. Target Equity Ratios

Ms. Susan Adams will review with the Board NCCSIF's historical and current Equity and discuss how the Target Equity Ratios assist NCCSIF in managing its financial needs.

D. Confidence Level and Investment Rate History

Mike Harrington, Bickmore Actuary will provide the Board with information regarding the historical and current Confidence Levels and Investments Rates explaining how these items impact NCCSIF financially.

E. Retrospective Rating Distributions

Ms. Susan Adams will review with the Board NCCSIF's historical distributions with respects to both Liability and Workers' Compensation explaining change in Confidence Levels and Investments Rates impacting the refunds.

F. Large Losses and 10 year snapshot of NCCSIF Losses

Staff will provide the Board with a report on NCCSIF's large liability losses which assisted in the Liability Shared Risk Layer deficit and also show a 10 year snapshot of all losses for the both program.

III. LONG RANGE PLANNING SESSION DISCUSSION ITEMS

A. NCCSIF Discount Rates

Members will be asked to review and discuss the investment income rates used for discounting rates and their effect on rates/premiums.

B. NCCSIF Confidence Level Funding

Members will be asked to review and discuss different confidence levels and their effect on rates/premiums.

C. Liability Self Insured Retention Analysis

Members will be asked to review and discuss an Analysis of the Self Insured Retentions for the Liability Program.

D. Financial Solvency of Members

Members will be asked to discuss the potential financial Financial Solvency of Members to determine what steps need to be taken should a member city disincorporate.

IV. RESOURCES

- A.
- B.
- C.
- D.



V. LONG RANGE PLANNING ACTION ITEMS

A. NCCSIF Discount Rates	A	1
B. NCCSIF Confidence Level Funding	A	1
C. Liability Self Insured Retention Analysis	A	1
D. Financial Solvency of Members	A	1

Per Government Code 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 Johnny Yang at Alliant Insurance at (916) 643-2712.

The Agenda packet will be posted on the NCCSIF website at www.nccsif.org. Documents and material relating to an open session agenda item that are provided to the NCCSIF Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 1792 Tribute Road, Suite 450, Sacramento, CA 95815.

Access to some buildings and offices may require routine provisions of identification to building security. However, NCCSIF 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



**Executive Committee Meeting
November 15, 2012**

Agenda Item H.8.

JANUARY 2013 EXECUTIVE COMMITTEE MEETING

ACTION ITEM

ISSUE: Due to the Long Range Planning Session taking place on the date of the previously scheduled December 13, 2012 Board of Directors meeting, the Committee should considering holding an Executive Committee meeting prior to the rescheduled Board of Directors Meeting on January 17, 2013 to discuss any items that may require Action by the Board of Directors.

FISCAL IMPACT: None.

RECOMMENDATION: Staff recommends holding a teleconference meeting on January 10, 2013 to review and discuss the Long Range Planning Action Plan to be approved at the January Board of Directors meeting.

BACKGROUND: None.

ATTACHMENT(S): None.

**NCCSIF Board Members and Alternates
October 2012**

CITY/TOWN	BOARD OF DIRECTORS	ALTERNATE/BOD	RISK MANAGEMENT COMMITTEE	EXECUTIVE COMMITTEE	TO BE INCLUDED
CITY OF ANDERSON	JEFF KISER jkiser@ci.anderson.ca.us		JUANITA BARNETT jbarnett@ci.anderson.ca.us	JEFF KISER jkiser@ci.anderson.ca.us	
CITY OF AUBURN	ANDY HEATH ah Heath@auburn.ca.gov	JOANNA BELANGER jb Belanger@auburn.ca.gov	ROBERT RICHARDSON rrichardson@auburn.ca.gov		
CITY OF COLUSA	SHELLY KITTLE cityclerk@cityofcolusa.com		SHELLY KITTLE cityclerk@cityofcolusa.com		
CITY OF CORNING	JOHN BREWER jbrewer@corning.org	TOM WATSON twatson@corningpd.org	TOM WATSON twatson@corningpd.org	JOHN BREWER jbrewer@corning.org	
CITY OF DIXON	STEVE JOHNSON sjohnson@ci.dixon.ca.us	KIM STALIE kstalie@ci.dixon.ca.us	KIM STALIE kstalie@ci.dixon.ca.us		
CITY OF FOLSOM	BRUCE CLINE bcline@folsom.ca.us	KRISTINE WILFONG kwilfong@folsom.ca.us	LOO NG l ng@folsom.ca.us		
CITY OF GALT	PAULA ISLAS pislas@ci.galt.ca.us	JASON BEHRMANN jbehrmann@ci.galt.ca.us	PAULA ISLAS pislas@ci.galt.ca.us	PAULA ISLAS pislas@ci.galt.ca.us	
CITY OF GRIDLEY	KARIN HELVEY khelvey@gridley.ca.us	ELISA ARTEAGA earteaga@gridley.ca.us	KARIN HELVEY khelvey@gridley.ca.us	KARIN HELVEY khelvey@gridley.ca.us	
CITY OF IONE	JANE WRIGHT jwright@ione-ca.com		JANE WRIGHT jwright@ione-ca.com		
CITY OF JACKSON	MICHAEL DALY mdaly@ci.jackson.ca.us	CARLA SORACCO csoracco@ci.jackson.ca.us	CARLA SORACCO csoracco@ci.jackson.ca.us		
CITY OF LINCOLN	JOHN LEE jlee@ci.lincoln.ca.us	SHELIA VANZANDT svanzandt@ci.lincoln.ca.us	JOHN LEE jlee@ci.lincoln.ca.us		
CITY OF MARYSVILLE	MATT MICHAELIS mmichaelis@marysville.ca.us	STEVE CASEY scasey@marysville.ca.us	MATT MICHAELIS mmichaelis@marysville.ca.us		
CITY OF NEVADA CITY	CATRINA OLSON catrina.olson@co.nevada.ca.us	DAVE BRENNAN dave.brennan@co.nevada.ca.us	CATRINA OLSON catrina.olson@co.nevada.ca.us		
CITY OF OROVILLE	HAROLD DUFFEY duffeygh@cityoforoville.org	LIZ EHRENSTROM ehrenstromem@cityoforoville.org	LIZ EHRENSTROM ehrenstromem@cityoforoville.org	LIZ EHRENSTROM ehrenstromem@cityoforoville.org	

**NCCSIF Board Members and Alternates
October 2012**

CITY/TOWN	BOARD OF DIRECTORS	ALTERNATE/BOD	RISK MANAGEMENT COMMITTEE	EXECUTIVE COMMITTEE	TO BE INCLUDED
TOWN OF PARADISE	GINA WILL gwill@townofparadise.com	CRYSTAL PETERS cpeters@townofparadise.com	CRYSTAL PETERS cpeters@townofparadise.com	GINA WILL gwill@townofparadise.com	
CITY OF PLACERVILLE	DAVE WARREN dwarren@cityofplacerville.org	JOHN DRISCOLL jdriscoll@cityofplacerville.org	DAVE WARREN dwarren@cityofplacerville.org		
CITY OF RED BLUFF	SANDY RYAN sryan@ci.red-bluff.ca.us	CHERYL SMITH csmith@ci.red-bluff.ca.us	TESSA PRITCHARD tpritchard@ci.red-bluff.ca.us	SANDY RYAN sryan@ci.red-bluff.ca.us	
CITY OF RIO VISTA	MARNI RITTBURG mrirtzburg@ci.rio-vista.ca.us		MARNI RITBURG mrirtzburg@ci.rio-vista.ca.us		ROEL BRIONES rbriones@ci.rio-vista.ca.us
CITY OF ROCKLIN	RUSSELL HILDEBRAND Russell.Hildebrand@rocklin.ca.us	COLLEEN LAUBINGER Colleen.Laubinger@rocklin.ca.us	RUSSELL HILDEBRAND Russell.Hildebrand@rocklin.ca.us		
CITY OF WILLOWS	TIM SAILSBERY tsailsbe@cityofwillows.org	STEVE HOLSINGER sholsinger@cityofwillows.org	WAYNE PEABODY wpeabody@cityofwillows.org	TIM SAILSBERY tsailsbe@cityofwillows.org	
CITY OF YUBA CITY	STEVE KROEGER skroeger@yubacity.net	ROBIN BERTAGNA rbertagna@yubacity.net	NATALIE WALTER nwalter@yubacity.net	STEVE KROEGER skroeger@yubacity.net	

2012 MEETING CALENDAR

BOARD OF DIRECTORS 12:00 p.m.	EXECUTIVE COMMITTEE 10:30 a.m.	CLAIMS COMMITTEE 12:30 p.m.
April 26	March 22	March 22
June 14	May 10	May 10
October 25	September 13	September 13
	November 15	November 15

Long Range Planning Session on December 13, 2012 at Le Rivage Hotel in Sacramento, CA

RISK MANAGEMENT COMMITTEE 9:30 a.m.	POLICE RISK MANAGEMENT COMMITTEE 10:30 a.m.	FINANCE COMMITTEE 10:30 a.m.
January 12	August 18	Periodically as needed
April 26		
June 14		
October 25		

ALL MEETINGS ARE SCHEDULED ON THURSDAYS

Risk Management Committee meetings are scheduled for 9:30 a.m.

Board of Director Meetings will start at 12:00 p.m.

**This meeting will follow the EC meeting, as the Claims Committee members will be selected at that meeting.*

CJPRMA 2012 MEETING DATES –

March 15, 2012 – Board of Directors

May 16-18, 2012 – Board and Annual Membership Meeting

June 21, 2012 – Board of Directors

October 18, 2012 – Board of Directors

December 20, 2012 – Board of Directors

Northern California Cities State Self Insurance Fund

Travel Reimbursement Expense Form

Member Representative: _____
Entity: _____
Payee Address: _____

Meeting or Committee: _____
Date of Meeting: _____
Location of Meeting: _____
Total Mileage: _____

Payment Made to:

Signature _____ Date _____

THE **SUPERHEROES** *OF*



RISK MANAGEMENT

Public Agency Risk Managers Association
Annual Membership Meeting and Conference
Coming Soon to Rancho Mirage
ONLY at the Westin Mission Hills
February 3 - 6, 2013

NCCSIF RESOURCE CONTACT GUIDE

2012

PROGRAM ADMINISTRATION Alliant Insurance Services, Inc. www.alliantinsurance.com Main: (916) 643-2700 Fax: (916) 643-2750		
SUBJECT	MAIN CONTACT	
COVERAGE / RISK MANAGEMENT ISSUES – <ul style="list-style-type: none"> ➤ Certificates of coverage, additions/deletions of coverages, special events liability coverage, automobile identification cards, auto/mobile equipment physical damage programs ➤ Coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for actuarial services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development ➤ Insurance Requirements in Contracts (IRIC), hold harmless agreements, indemnification clauses, safety program planning, RFPs for JPA services & audits, third party contract review 	Susan Adams Joan Crossley	
JPA MANAGEMENT ISSUES – program budget/funding, financial analysis, coordination w/financial auditor/JPA accountant	Susan Adams Joan Crossley Johnny Yang	
JPA ADMINISTRATIVE ISSUES – meeting agendas; minutes; development/maintenance of governing documents, development/interpretation of policies & procedures, JPA state compliance, Form 700, changes in Board members.	Johnny Yang Susan Adams Joan Crossley	
COVERAGE ISSUES - coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for actuarial services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development	Susan Adams Joan Crossley	
Susan Adams Johnny Yang Joan Crossley Mike Simmons Marylin Kelley	(916) 643-2704 / (916) 203-1541 (cell) (916) 643-2712 (916) 643-2708 (415) 403-1425 / (925) 708-3374 (cell) (415) 403-1448	sadams@alliantinsurance.com jyang@alliantinsurance.com jcrossley@alliantinsurance.com msimmons@alliantinsurance.com mkelley@alliantinsurance.com

NCCSIF RESOURCE CONTACT GUIDE

2012

<p><u>ACCOUNTING SERVICES</u> James Marta & Company CPAs 701 Howe Avenue, Suite E3 Sacramento, California 95825 Main: (916) 993-9494 • Fax: (916) 993-9489 www.jpmpca.com Jim Marta - jmarta@jpmpca.com</p>	<p><u>EMPLOYEE ASSISTANCE PROGRAM</u> ACI Specialty Benefits Corporation 5414 Oberlin Drive, Suite 240 San Diego, California 92121 Main: (858) 452-1254 • Fax: (858) 452-7819 www.acieap.com Tori Barr - tbarr@acieap.com</p>
<p><u>CLAIMS ADMINISTRATION / LOSS CONTROL</u> York Risk Services Group, Inc. www.yorkrsg.com P.O. Box 619058 Roseville, CA 95661-9058 (800) 922-5020 • Fax (800) 921-7683</p>	
LIABILITY CONTACTS	WORKERS' COMPENSATION
<p>Mike Berndt Unit Manager (925) 349-3891 mike.berndt@yorkrsg.com Cameron Dewey Senior Adjuster - Redding (530) 243-3249 cameron.dewey@yorkrsg.com Shawn Millar Senior Adjuster - Chico (530) 345-5998 shawn.millar@yorkrsg.com Olivia Doney Adjuster - Chico (530) 345-5883 olivia.doney@yorkrsg.com Dan Lamb Senior Adjuster - Foothills (209) 795-0742 dan.lamb@yorkrsg.com Bernard Sarmiento Senior Adjuster - Roseville (916) 960-0902 bernard.sarmiento@yorkrsg.com Tom Baber Vice President Liability (916) 746-8834 tom.baber@yorkrsg.com Marcus Beverly Client Relations Director (916) 746-8828 marcus.beverly@yorkrsg.com</p>	<p>Kelly Fahey Senior Claims Examiner (916) 960-0963 kelly.fahey@yorkrsg.com Anderson, Corning, Colusa, Red Bluff, Gridley, Ione, Willows, Yuba City, Di- xon, Town of Paradise, Auburn, Jack- son, Lincoln, Nevada City Federica Simpson Future Medical Examiner (916) 960-1021 federica.simpson@yorkrsg.com MO's and FM's for Kelly's cities Teresa Utterback Senior Claims Examiner (916) 960-0975 teresa.utterback@yorkrsg.com Rio Vista, Placerville, Rocklin Debra Yokota Regional Vice President Workers' Compensation (916) 960-0965 debra.yokota@yorkrsg.com Marcus Beverly Client Relations Director (916) 746-8828 marcus.beverly@yorkrsg.com Christine Stillwell Future Medical Examiner (916) 960-0950 christine.stillwell@yorkrsg.com MO's and FM's for Carol and Tere- sa's cities Ben Burg Unit Manager (916) 960-0946 ben.burg@yorkrsg.com <u>Resources</u> Kelli Vitale Carson Assistant Vice President Workers' Compensation (916) 960-0998 kelli.vitalecarson@yorkrsg.com</p>