



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

BOARD OF DIRECTORS ANNUAL MEETING

Thursday May 21, 2020 - 9:00 a.m.

**CJPRMA
3201 Doolan Road, Suite 285
Livermore, CA 94551
(925) 837-0667**

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the City Council, City staff, and the public to participate and conduct the meeting by teleconference, videoconference, or both.

Meeting Link

<https://cjprma.my.webex.com/cjprma.my/j.php?MTID=m4439697d72cd5149ce79ea6f421ac8c0>

Meeting Number: 629 983 112

Password: cjprma

Join by phone: 1-510-338-9438

Access code: 629 983 112

MINUTES

I. CALL TO ORDER

- President Greer call the meeting to order at 9:00 a.m.

II. ROLL CALL

PRESENT

- | | |
|--------------------------------------|--|
| 1) Montague Hung, <i>Alameda</i> | 12) Kim Greer, <i>Richmond</i> |
| 2) Jamie Cannon, <i>Chico</i> | 13) David Rawe, <i>Roseville</i> |
| 3) Chris Carmona, <i>Fairfield</i> | 14) Mary Ann Perini, <i>San Leandro</i> |
| 4) Steven Schwarz, <i>Fremont</i> | 15) Shibani Nag, <i>San Rafael</i> |
| 5) Janet Hamilton, <i>Livermore</i> | 16) Dominique Blanque, <i>Santa Rosa</i> |
| 6) Beverly Jensen, <i>Lodi</i> | 17) Roger Carroll, <i>SCORE</i> |
| 7) Dan Sodergren, <i>LPGD</i> | 18) Gail Kiyomura, <i>Stockton</i> |
| 8) Liz Ehrenstrom, <i>NCCSIF</i> | 19) Scott Mann, <i>Sunnyvale</i> |
| 9) Charles Castillo, <i>Petaluma</i> | 20) GeorgeAnne Meggers-Smith, <i>Vacaville</i> |
| 10) Jacob Baldwin, <i>Redding</i> | 21) David Due, <i>YCPARMIA</i> |
| 11) Amy Northam, <i>REMIF</i> | |

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services to participate in the meeting, are requested to contact CJPRMA at (925) 837-0667 24 hours in advance of the meeting.

OTHERS PRESENT

- | | |
|--|---|
| 22) Byrne Conley, <i>Board Counsel</i> | 32) Theresa Roland, <i>Stockton</i> |
| 23) Tony Giles, <i>CJPRMA</i> | 33) Rebecca Moon, <i>Sunnyvale</i> |
| 24) Lola Deem, <i>CJPRMA</i> | 34) Andria Borba, <i>Vacaville</i> |
| 25) Marinda Griese, <i>CJPRMA</i> | 35) Dr. William Deeb, <i>Aon Global Risk Services</i> |
| 26) Saima Kumar, <i>CJPRMA</i> | 36) Kyle Powell, <i>AON Global Risk Services</i> |
| 27) Marcia Hart, <i>CJPRMA</i> | 37) William Dennehy, <i>Chandler Asset Management</i> |
| 28) Susanna Banuelos, <i>CJPRMA</i> | 38) Robert Lowe, <i>Alliant Insurance Services</i> |
| 29) Erika Milton, <i>Fairfield</i> | 39) P.J. Skarlanic, <i>Alliant Insurance Services</i> |
| 30) Jas Sidhu, <i>Livermore</i> | 40) Marcus Beverly, <i>Alliant Insurance Services</i> |
| 31) Amanda Tonks, <i>Santa Rosa</i> | |

"This CJPRMA Board of Directors meeting was via teleconference, pursuant to California Government Code Section 54953 and Governor Newsom's Executive Order N-25-20. No Directors indicated that they could not clearly hear the proceedings, and no Directors indicated a belief that the other Directors on the teleconference were who they claimed to be."

III. PRESENTATIONS

- None

IV. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS. STATE LAW PROHIBITS ACTION BY THE BOARD ON NON-AGENDA ITEMS.

V. COMMUNICATIONS

- A. Board Members
- B. General Manager/Secretary
- C. Next Scheduled Meetings: Executive Committee (06/18/20) WebEx
Board of Directors (08/20/20) CJPRMA/ WebEx

VI. APPROVAL OF MINUTES

Minutes the Board of Directors meetings held on 02/03/20 and 04/16/20.

VII. CONSENT CALENDAR

1. Additional Covered Party Certificates Approved by the General Manager
2. Financial Report of CJPRMA as of February 29, 2020
3. Status Update on General Manager's Goals & Objectives
4. Settlement of Claims Discussed in Closed Session

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- A motion was made by Director Ehrenstrom and seconded by Director Perini to combine the approval of the Minutes from Board of Directors meetings from 2/3/20 and 4/16/20 and the Consent Calendar. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Fremont Livermore, Lodi, LPFD, NCCSIF, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, San Rafael, Santa Rosa, SCORE, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. Motion passed.

VIII. ACTION (A) AND INFORMATION (I) CALENDAR

5. Approval of Proposed Administrative and Direct Program Budget for Fiscal Year 2020-2021

The Board was presented the proposed budget for fiscal year 2020-2021 and a variance report for the current 2019-2020 fiscal year.

The budget was divided into two parts: (1) Administrative Budget and (2) Direct Program Expenditures.

The Administrative Budget are current year expenditures and consists of three sections: personnel, operations and capital outlay.

Direct Program Expenditures are operating costs directly associated with the coverage program. The direct program budget does not have a direct affect on current year income since these costs are charged against the liability account for claim expenses accrued per actuarial studies in previous years, but does show potential cash flow impact.

Current Budget FY 2019-2020

The approved administrative budget for fiscal year 2019-2020 is \$1,915,300. It is projected that expenditures will come in about \$195,510 (10.2%) under budget. A detail for the largest differences are shown in the attached variance report.

Personnel: \$52,600 (4.9%) under budget.

Office Expenses: \$46,460 (14.6%) under budget.

Professional Services: \$(4,400) (3.5%) over budget.

Board Related Expenses: \$39,350 (25.2%) under budget.

Building Operations: \$11,500 (6.3%) under budget.

Capital Outlay: \$50,000 (100%) under budget.

The Direct Program Budget is estimated to be \$450,000 (27.3%) under expected. This is primarily due to lower than anticipated legal payments. At the excess level it is difficult to gauge what the direct program payments will be; this is always an approximation. The legal expenses do not impact the current year income since these were expensed in prior program years. The asset management fees are paid from the investment income.

Funding: FY 2019-2020

Administrative funding from liability premium	\$1,550,000
Property & APD Admin Fee	35,000
CSRMA member payments	15,125
DaVita rental income	176,380
Davita/Golden Gate Cam and PG&E payments	<u>130,000</u>
Total Funding	1,906,505
Projected Administrative Expenses	<u>1,719,790</u>
Favorable position	<u>\$186,715</u>

The administrative budget positive variance of \$195,510 was due primarily to the shelter-in-place order. This reduced costs associated with training, travel and board meetings.

Proposed Budget FY 2020-2021:

The proposed administrative budget for 2020--2021 increases by \$109,350 (5.7%) to \$2,024,650

Personnel: \$60,600 (5.6%) increase

- Salaries: \$28,000 (3.9%) increase
- Benefits/Expenses: \$32,600 (9%) increase

Operations: \$53,750 (9%) increase

- Office Expenses: \$19,000 (6%) increase
- Professional Services: \$22,100 (17.7%) increase
- Board Related Expenses: \$12,650 (8.1%) increase
- Building Ops: (\$5,000) (2.7%) decrease

Capital Outlay: no change

Direct Program Expenses: \$(25,000) (1.5%) decrease

Funding: FY 2020-2021

Approved administrative funding	\$1,550,000
Property & APD Admin Fee	35,000
CSRMA member payments	15,125
DaVita rental income	182,000
Davita/Golden Gate Cam and PG&E	<u>130,000</u>
Total Funding	1,912,125
Projected Administrative Expenses	<u>2,024,650</u>
Favorable position/(unfavorable)	<u>\$ (112,525)</u>

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The 5.7% increase in the administrative budget is within the normal inflation cost of goods and services. The \$112,525 shortfall in the funding can be handled in two ways. The administrative funding within the PY 20/21 liability premium can be increased by \$100,000 to \$1,650,000, or the shortfall can be deducted from equity. If expenditures come in below the budgeted amount, no additional equity will be required. Staff recommends that it be deducted from equity if needed.

- A motion was made by Director Carroll and seconded by Director Mann to approve the proposed FY 2020-21 administrative and direct program budgets and that any funding shortfall, up to \$112,525, be attained from PY 20/21 equity. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Fremont Livermore, Lodi, LPFD, NCCSIF, Petaluma, REMIF, Richmond, Roseville, San Leandro, San Rafael, Santa Rosa, SCORE, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. Redding was absent at the time of voting. Motion passed.

6. Approval of Liability and Auto Physical Damage Renewal for Program Year 2020-2021

The global market for public entity reinsurance has seen increases in both frequency and severity which have led to a hardening of the market and causing a rise in premiums. In addition to upward pressure on premium, reinsurance carriers are reducing the capacity that they are willing to make available to insureds. CJPRMA has not been immune from these trends, and the pool has had several high severity losses over the last few years that have gone into the first layer of reinsurance provided by Munich Re.

Munich Re has provided CJPRMA with \$20 million in limits in excess of the \$5 million CJPRMA retained limit. This year, the maximum that Munich Re is providing any single customer is \$10 million in limits, and they are willing to provide that to CJPRMA. In the past, CJPRMA has been able to obtain \$35 million in reinsurance limits with just two carriers. However, with this reduction in capacity, it will take four carriers to obtain the full limits, and the cost of that coverage has gone up significantly for the 2020/21 program year.

Casualty Program:

Munich Re has provided a renewal quote of \$4,053,401 for \$10 million in excess of CJPRMA's retention of \$5 million. The expiring premium for the 2019/20 program year is \$2,964,749 for \$20 million in limits. The price per million dollars of coverage in this layer is \$405,341.

Chubb is a new carrier on the CJPRMA program, and they have provided a quote of \$975,000 for \$5 million in excess of \$10 million. The price per million dollars of coverage in this layer is \$195,000.

Everest Re is also a new carrier on the CJPRMA program, and they have provided a quote of \$685,000 for \$5 million in excess of \$15 million. The price per million dollars of coverage in this layer is \$137,000.

SCOR provided \$15 million in excess of \$20 million for the 2019/20 program year, and they have provided a renewal quote for the same layer this year. Their quote for the 2020/21 program year is \$1.5 million. The price per million dollars of coverage in this layer is \$100,000. The expiring premium is \$520,000.

The total program cost for \$35 million in reinsurance coverage for the 2020/21 program year is \$7,213,401. The expiring total program cost is \$3,484,749. This is an increase of approximately 107%. Payroll has increased by approximately 5%.

Chubb, Everest Re and SCOR are all adding communicable disease exclusions. There is already a \$10 million sublimit in the CJPRMA memorandum of coverage (MOC) for fungal pathogens, and fungal pathogens are defined to include biogenic aerosols, so these exclusions should not require any changes to the MOC.

The Board was presented the revised funding requirements in Pool D and the revised estimated member premiums based on the increases in reinsurance premium.

- A motion was made by Director Carroll and seconded by Director Ehrenstrom to authorize the general manager to bind the reinsurance program for a premium cost not to exceed \$7,213,401. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Fremont, Livermore, Lodi, LFPD, NCCSIF, Petaluma, Redding, REMIF, Richmond, San Leandro, San Rafael, Santa Rosa, SCORE, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. Roseville was absent at the time of voting. Motion passed.

Auto Physical Damage:

The Auto Physical Damage Program (APD) is currently insured by Hanover Insurance Company. Participants reported 8 losses to date this program year.

Hanover provided a quote for all members at 0.276/\$100 in value for the entire program. The rate for the 2019-2020 program year was 0.24/\$100. This is a 15% increase in the rate. The expiring premium for the 2019-2020 program year is \$806,790. The renewal quote for the 2020-2021 program year is \$949,872.

Cost changes to individual members will be based on the rate premium increase and the reported values of their vehicles.

- A motion was made by Director Northam and seconded by Director Hamilton to authorize the general manager to bind the APD program at a premium cost of \$949,872. A roll call vote of the 10 APD program members was taken; Directors from Alameda, Chico, Livermore, Lodi, Petaluma, Redding, REMIF, San Leandro, Sunnyvale and Vacaville voted to approve the motion. Motion passed.

Difference in Condition (DIC) Office Quote:

The expiring premium for the office DIC program with GuideOne National Insurance Company for the 2019-2020 program year is \$10,415. GuideOne has provided a renewal quote for 2020-2021 of \$11,874. This is an increased cost from the expiring policy of \$1,459, approximately 14%.

CJPRMA Office Policy:

Federal Insurance Company currently provides the office liability policy. The premium paid for the 2019-2020 program was \$5,570. The renewal quote for 2020-2021 program year is \$5,803. This is an increased cost from the expiring policy of \$233, approximately 4%.

Crime Policy:

The crime policy is currently provided by Hartford. The premium paid for the 2019-2020 program was \$7,029. Hartford provided a quote of \$7,732 for the 2020-2021 program year. This is an increased cost from the expiring policy of \$703, a 10% increase.

- A motion was made by Director Northam and seconded by Director Perini to authorize the general manager to bind the DIC coverage, office policy and crime policy at the recommended premiums. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Fremont, Lodi, LPPD, NCCSIF, Petaluma, Redding, REMIF, Richmond, San Leandro, San Rafael, Santa Rosa, SCORE, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. Livermore and Roseville were absent at the time of voting. Motion passed.

7. Report from the Investment Manager

Pool investments are managed by Chandler Asset Management. The assets are held in CJPRMA's bank custody account managed by the Bank of New York. Bill Dennehy, of Chandler Asset Management was present to discuss the portfolio and our investment strategy and an update on economic factors that have had a direct impact on the investments.

The investment program is divided into three parts: The Loss Payment Account, the Long Term Growth Account and the Long Term Growth/Tactical Account.

The Loss Payment Account is utilized to provide funds for operating expenses and the payment of losses. The Loss Payment Account invests in high grade securities with a maximum maturity of five years. As of April 30, 2020, the Loss Payment Account was valued at \$3,642,647. This was a decrease of \$6,945,246 from its valuation of \$10,587,893 on January 31, 2020. Investment activity was moderate as a significant portion of the portfolio remains allocated to LAIF. Two Treasury securities, maturing in March 2022 and May 2022, as well as one Agency security maturing in April 2023, were added to the portfolio. One security was called and several matured to help facilitate new holdings in the portfolio. In aggregate \$7mm was withdrawn from the Loss Payment portfolio during the reporting period. The Loss

Payment Account has sufficient funds to meet the expenditure requirements of the next six months.

Both Long Term Growth Accounts are utilized to provide long term asset growth in order to offset inflation. The maturity range of these investments is a maximum of ten years.

As of April 30, 2020, the Long Term Growth Account / Tactical was valued at \$16,099,674. This was an increase of \$369,473 from its valuation of \$15,730,201 on January 31, 2020. Multiple securities were added to the portfolio in the Treasury, Agency, Supranational, and Commercial Paper sectors of the market to keep the portfolio structure and allocation in line with Chandler targets. The purchased securities ranged in maturity between June 2020 to April 2025. Several securities were sold in the Corporate, Agency and Treasury sectors to facilitate the new holdings in the portfolio.

As of April 30, 2020, the Long Term Growth Account was valued at \$34,556,592. This was an increase of \$1,723,224 from its valuation of \$32,833,368 on January 31, 2020. Transactional activity was modest during the most recent reporting period. The most recently added ten year Treasury note was added to the portfolio in two separate transactions to extend the duration and term structure of the portfolio to be consistent with Chandler targets. Three securities were sold in the Agency and Treasury sectors, with maturities in September 2024, August 2025 and May 2026, in addition to one Corporate note maturity, to facilitate the new holdings in the portfolio.

The investments in all accounts comply with CJPRMA's investment policy.

- This was an information item only. No action was taken.

8. Approval of Property Renewal for Program Year 2020-2021

The 2020-2021 property program is structured with primary limits of \$25 million and excess limits of \$375 million. 74% of the primary layer is placed in the London market with Lloyd's of London syndicates, and 26% is placed with domestic insurance carriers. Excess limits are provided by the Alliant Property Insurance Program (APIP) structure, and the primary layer mirrors the coverage in the APIP program.

2020-2021 Property Program/Boiler Machinery Quotations

Due to the volatile conditions of the property insurance market, carriers have been reluctant to provide quotes more than 45 days from renewal. Alliant has been working with the markets; as of May 14, 2020, the carriers have not provided final quotes for coverage.

The general manager estimated that the property program will experience a 50% increase in premium. However, negotiations with the carriers have been positive. It is estimated that the total premium for the primary and excess layers (\$400 million in total coverage) will be \$6.4

million. This represents an increase of approximately 35% over the 2019/20 premium of \$4,735,300.

- A motion was made by Director Cannon and seconded by Director Mann to authorize the general manager to bind coverage at a premium cost not to exceed. \$6,400,000. A roll call vote of the 16 the Property Program participants was taken; Directors from Alameda, Chico, Fairfield, Livermore, Lodi, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, Santa Rosa, Stockton, Sunnyvale and Vacaville voted to approved the Motion. San Rafael was absent at the time of voting. Motion passed.

2020-2021 Ancillary Program Quotations

The table below lists the estimated premiums for ancillary coverage program we purchase through Alliant:

Coverage Program	2019/20 Premium	2020/21 Premium (estimated)	Increase
Primary \$100M Terrorism	\$114,148	\$125,000	10%
APIP Excess Terrorism	\$56,554	\$69,679	23%
APIP Cyber	\$48,496	\$51,891	7%
Excess B&M	\$83,089	\$92,849	12%
APEEL Pollution \$3M	\$140,754	\$140,708	0%
APIP Pollution \$2M x/s \$3M	\$59,325	\$65,258	10%
Alliant Deadly Weapon	\$39,848	\$43,833	10%
Drone Liability	\$17,678	\$17,678	0%

- A motion was made by Director Northam and seconded by Director Hung to authorize the general manager to bind coverage at a premium cost not to exceed the estimated reported costs. A roll call vote of the 16 the Property Program participants was taken; Directors from Alameda, Fairfield, Livermore, Lodi, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, San Rafael ,Santa Rosa, Stockton, Sunnyvale and Vacaville voted to approved the motion. Chico was absent at the time of voting. Motion passed.

9. Approval of Pooled Property Program MOC

At the August 2019 Board of Directors meeting, the members of the property program approved the establishment of a pooled property coverage program to cover losses with a self-insured retention of \$100,000 and a per occurrence limit of \$250,000 for all-risk and a per occurrence limit of \$500,000 for wildfire.

The draft memorandum of coverage (MOC) was presented to the property program members for their review and discussion at the April 16, 2020 Board of Directors meeting. The proposed MOC includes the following elements:

- It is an optional program for members of the property program.

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- The program mirrors the approved coverage form from the Alliant Public Entity Insurance Program (PEPIP). The property program members have adopted the PEPIP form as the governing document for the property program.
 - Coverage would be for losses exceeding \$100,000 and not exceeding \$250,000 for all-risk. (\$100,000 deductible for all-risk)
 - Coverage would be for losses exceeding \$100,000 and not exceeding \$500,000 for wildfire. (\$100,000 for wildfire)
 - Loss due to flood is excluded.
 - Premium will be determined on a pro-rata portion of total insurable value (TIV) of the members in the pooled program, which is how premium is allocated in the standard property program.
 - Establish the program on a total pool basis rather than accounting for individual program years. There would be no dividends unless the program is closed.
- A motion was made by Director Northam and seconded by Director Carmona to approve the Memorandum of Coverage for the pooled property program with the addition of specific language from Board Counsel, *“Specific Perils and Coverages with a lower deductible than \$100,000 in the PEPIP form shall be covered by PEPIP, and this Memorandum will not apply to such losses. Specific Perils and Coverages with a higher deductible than \$250,000 in the PEPIP form (other than wildfire) shall not be covered by this Memorandum.”* A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Livermore, Lodi, LPPD, NCCSIF, Petaluma, REMIF, Richmond, Roseville, San Rafael, Santa Rosa, SCORE, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. Sunnyvale voted no. Fremont and San Leandro were absent at the time of voting. Motion passed.

10. Approval of Funding for Pooled Property Program 2020-2021

At the August 2019 Board of Directors meeting, the members of the property program approved the establishment of a pooled property coverage program to cover losses with a self-insured retention of \$100,000 and a per occurrence limit of \$250,000 for all-risk and a per occurrence limit of \$500,000 for wildfire. Losses due to flood will be excluded from the pooled property program.

Proposed funding was presented to the members of the property program at the April 21, 2020 Board of Directors meeting. The proposed funding assumed that all members of the property program would participate in the pooled program. The general manager asked members to report their intention to participate in the pooled property program. Four members elected to participate for program year 2020/21: Fairfield, Lodi, REMIF and Richmond.

With four participating agencies, the actuaries at Aon have recommended using the same funding rates that were developed using the loss data from all property program members. The number of losses in the property program is low, and their opinion is that it provides a more accurate picture for rating purposes to use all the available loss data.

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The following table was presented to the Board that shows the required funding and member contributions at four different confidence levels:

Loss Rates per \$1M

		Expected	70%	80%	90%
	TIV	\$78.59	\$ 98.23	\$113.95	\$141.46
Fairfield	519,734,423	40,846	51,054	59,224	73,522
Lodi	437,388,169	34,374	42,965	49,840	61,873
Richmond	687,432,285	54,025	67,526	78,333	97,244
REMIF	<u>1,441,050,022</u>	<u>113,252</u>	<u>141,554</u>	<u>164,208</u>	<u>203,851</u>
	\$3,085,604,899	\$242,498	\$303,099	\$351,605	\$436,490
	Full losses \$150K	1.6	2.0	2.3	2.9

- A motion was made by Director Northam and seconded by Director Carmona to approve the funding at the 90% confidence level for the first several years to build a reserve to pay for any potential losses in the early years of the program. The total funding for the program for the four participating members at the 90% confidence level will be \$436,490. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Livermore, Lodi, LPDF, NCCSIF, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, San Rafael, Santa Rosa, SCORE, Stockton, Vacaville, and YCPARMIA voted to approve the motion. Sunnyvale voted no. Fremont was absent at the time of voting. Motion passed.

11. Claims Experience Report

Claims Administrator, Marinda Griese, presented an “overview of claims” to the Board of Directors. The report reviewed of all claims that had been reported to CJPRMA beginning with program year 2005-2006 through 2014-2015. The date range was consistent with the current methodology being utilized by our actuary for developing our program year contributions.

Preliminary information was provided on the recent, undeveloped years 2015-2016 through current as a high level overview of all claims. It included a description of claims frequency, severity and development history. The report also assists staff in the development of risk management training programs and a basis for establishing baseline criteria to be included in risk management audit standards.

- This was an information item only. No action was taken.

12. Business Calendar for 2020 and 2021

- This was an information item only. No action was taken.

13. Approval of Meeting Schedule for 2021 and revised Meeting Schedule 2020

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services to participate in the meeting, are requested to contact CJPRMA at (925) 837-0667 24 hours in advance of the meeting.

The proposed meeting schedule for 2021 and a modified 2020 Business Calendar was presented to the Board for approval. The 2020 calendar was revised to reschedule the November 19, 2020 Board of Directors (BOD) meeting to December 10, 2020. This would also allow scheduling of this meeting for the second Thursday in December for future years.

- A motion was made by Director Cannon and seconded by Director Castillo to approve the revised meeting calendar for 2020 and the proposed meeting calendar for 2021. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Livermore, LPFD, NCCSIF, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, Santa Rosa, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. SCORE voted no. Fremont, Lodi and San Rafael were absent at the time of voting. Motion passed.

14. Approval of Holiday Calendar for 2021

The 2021 holiday calendar for CJPRMA staff was presented to the board for approval.

- A motion was made by Director Hung and seconded by Director Northam to approve the 2021 holiday calendar for CJPRMA staff. A roll call vote was taken; Directors from Alameda, Chico, Fairfield, Livermore, Lodi, LPFD, NCCSIF, Petaluma, Redding, REMIF, Richmond, Roseville, San Leandro, San Rafael, Santa Rosa, Sunnyvale, Stockton, Sunnyvale, Vacaville, and YCPARMIA voted to approve the motion. SCORE voted no. Fremont was absent at the time of voting. Motion passed.

15. Risk Management Issues

The board of Directors risk management issues that are of concern to the members and for the provision of status updates on the risk management program.

- This was an information item only. No action was taken.

IX. CLOSED SESSION

1. Government Code Section 54956.9 (a)

Conference with Legal Counsel – Litigation

Name of Case: W. Jaxon Baker et al v. City of Redding et al

Court: Superior Court of State of California, County of Shasta

Case No.: SCRDCVCV19-0192661-001

X. ACTION ON CLOSED SESSION ITEMS

- The Board of Directors conferred with staff regarding litigated claims and provided direction

XI. ADJOURNMENT – President Greer adjourned the meeting at 1:10 p.m.

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services to participate in the meeting, are requested to contact CJPRMA at (925) 837-0667 24 hours in advance of the meeting.