



**MINUTES OF THE
ACCEL UNDERWRITING COMMITTEE MEETING**

Thursday, December 14, 2017 at 11:00 AM

**Alliant Insurance Services, Inc.,
100 Pine Street, 11th Floor, San Francisco, CA 94111**

MEMBERS PRESENT:

Dave Nunley, City of Anaheim
Betsy McClinton, City of Burbank
Mark Howard, City of Santa Barbara
Deb Hossli, City of Santa Monica
Sandra Blanch, City of Palo Alto (*arrived at 11:22 AM*)

MEMBERS ABSENT:

Ann Richey, City of Ontario

GUESTS AND CONSULTANTS:

Conor Boughey, Alliant Insurance Services
Lorissa Huey, Alliant Insurance Services
Daniel Howell, Alliant Insurance Services

A. CALL TO ORDER

Dave Nunley called the meeting to order at 11:00 AM.

B. Consent Calendar

B1. Approval of the Minutes of the June 15, 2017 Underwriting Committee Meeting

A motion was made to approve the consent calendar.

MOTION: Dave Nunley **SECOND:** Betsy McClinton **MOTION CARRIED**

	Dave Nunley	Betsy McClinton	Ann Richey	Mark Howard	Deb Hossli	Sandra Blanch
Aye	X	X		X	X	X
Nay						
Abstain						



C. General Risk Management Issues

There was no discussion on this item.

D. REPORTS

D1. Underwriting Committee's Report

D1a. ACCEL's Underwriting Policy & Procedure – Triennial Review

Conor Boughey reported that a requirement for CAJPA Accreditation is to review the JPA's Underwriting Policy every 3 years.

Members discussed adding this item annually on the Agenda / Service Calendar so by the time it is the triennial review, the Underwriting Policy has already been reviewed.

Deb Hossli volunteered revising the format of the Underwriting Questionnaire by grouping the questions together to make it more concise and easier to fill out.

No reportable action was taken.

D1b. Service Provider Performance Evaluation – Byrne Conley, Legal Counsel

At the October 2017 Board Meeting, the Board directed each Committee to conduct a Service Provider Performance Evaluation that falls under their purview. For the Underwriting Committee, ACCEL's Legal Counsel, Byrne Conley falls under Underwriting because Byrne composes coverage opinions of ACCEL's Memorandum of Coverage and how it responds to claims.

The Committee provided very positive feedback about Byrne, and stated his coverage opinions are very thorough and easy to understand.

Direction was given to the Program Administrators to let Byrne know that ACCEL is very appreciative of his services.

No reportable action was taken.

D1c. Miller v. Santa Monica Coverage Opinion Scenario

Deb Hossli provided background about the Miller v Santa Monica claim. The coverage opinion by ACCEL's Legal Counsel, Byrne Conley states that coverage may exist under ACCEL's Memorandum of Coverage and whether the Land Use Regulation exclusion would apply. However, the coverage opinion further explains that the matter could be argued by the City, because the claim arises out of Building and Fire Code issues that are in the Building Regulations and not Planning and Zoning.



The Program Administrators asked Byrne what would be the best way to add language to Exclusion O. of the MOC to exclude this type of claim. The Committee analyzed the options provided by Byrne.

Direction was given to the Program Administrators to invite Byrne to the in person Underwriting Committee meeting at PARMA 2018 to discuss amending Exclusion O. to ensure that additional exposures are not accidentally excluded.

D1d. Santa Cruz City Provided Ambulance Service

Conor Boughey reported that the City of Santa Cruz was considering responding to Santa Cruz County's Request for Proposal for Ambulance Services. If the City was awarded the contract, the City would be responsible for ambulance services within the County, which would place many calls outside of the City limits. The City is no longer pursuing this.

The purpose of this Item is just in case other cities are considering doing this. If the City moved forward on this, the exposure would be excluded in the ACCEL layer and attached at excess.

E. CORRESPONDENCE / INFORMATION - None.

F. PUBLIC COMMENTS - No public comments were made.

ADJOURNMENT

Dave Nunley adjourned the meeting at 11:57 AM.