

**MINUTES OF THE
UNDERWRITING COMMITTEE MEETING
WEDNESDAY, NOVEMBER 17, 2004, 10:00 A.M.
SAN FRANCISCO, CALIFORNIA
TELECONFERENCE**

MEMBERS PRESENT

Sandra Blanch, City of Palo Alto
Ann Garcia, City of Ontario
Jim Patricola, City of Burbank
Tom Phillips, City of Santa Monica
Tom Vance, City of Anaheim

CONSULTANTS AND GUESTS

Janelle Cabanding, Driver Alliant Insurance Services
Mike Simmons, Driver Alliant Insurance Services

A. CALL TO ORDER

Underwriting Committee Chair, Tom Vance called the meeting to order at 11:02 a.m.

B. UNDERWRITING COMMITTEE

B1. Approval of Minutes – ACCEL Underwriting Committee Meeting – April 8, 2004

A motion was made to accept the minutes as presented.

MOTION: Tom Phillips **SECOND:** Sandra Blanch **ABSTAIN:** Jim Patricola

MOTION CARRIED

B2. Change in Risk Profile

This item was brought to the attention of the Underwriting Committee from correspondence received by the Program Administrators. Tom Vance provided a brief background on the City of Mountain View and their proposed agreement with NASA.

After a discussion, there was a general consensus that the Underwriting should be considered to review significant changes in members' operations to make recommendations to the Board if necessary.

Mike Simmons added that if there was a significant change in exposures, he has the obligation to report that to the Excess Carrier(s) which may result in an additional premium. This issue will be revisited and discussed at the upcoming December Board Meeting for further development on this issue.

C. PUBLIC COMMENTS

There were no public comments.

D. ADJOURNMENT

A motion was made to adjourn the meeting at 11:02 a.m.

MOTION: Ann Garcia **SECOND:** Sandra Blanch **MOTION CARRIED**