**MINUTES OF THE**

**ACCEL CLAIMS COMMITTEE MEETING**

**WEDNESDAY, JULY 20, 2016 AT 10:00 AM**

**PRIMARYTELECONFERENCE LOCATION:**

**100 PINE STREET, 11th FLOOR**

**SAN FRANCISCO, CA 94111**

**MEMBERS PRESENT:**

Dave Nunley, City of Anaheim

Jena Covey, City of Bakersfield

Deb Hossli, City of Santa Monica

Charlotte Dunn, City of Visalia

**MEMBESR ABSENT:**

Beverly Jensen, City of Modesto

**GUESTS AND CONSULTANTS:**

Michael Simmons, Alliant

Conor Boughey, Alliant

Mark Howard, City of Santa Barbara

**A. CALL TO ORDER**

Charlotte Dunn called the meeting to order at 10:03 AM.

**B. Consent Calendar**

**B1. Approval of Minutes for the June 16, 2016 Board of Directors Meeting**

A motion to approve the consent calendar.

**MOTION:** Dave Nunley **SECOND:** Jena Covey **MOTION CARRIED**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | Dave Nunley | Jena Covey | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X |
| Nay |   |  |   |   |
| Abstain |   |  |   |  |

**C. CLAIMS COMMITTEE**

**C1. Claims Committee Chair**

The Committee discussed the Claims Committee Chair position including Charlotte’s strong performance in her capacity as the current chair.

A motion was made to appoint Charlotte Dunn as Claims Committee Chair

**MOTION:** Deb Hossli **SECOND:** Jena Covey **MOTION CARRIED**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|   | Dave Nunley | Jena Covey | Beverly Jensen | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X |  |
| Nay |   |  |   |   |   |
| Abstain |   |  |  |   | X |

**C2. Review of Third Party Claims Administration Request for Proposal (RFP)**

Conor reported that a draft RFP is included in the agenda packet, and that the proposed timeline would allow for the selection process to take place during the fall, with a final presentation at the October Board Meeting. This version also includes all changes from the prior claims committee meeting. The Claims Committee reviewed the draft RFP and made suggested improvements to the Administrators to complete by the time of issuance.

A motion was made to approve the changes to the contract and issue the RFP per the established timetable.

**MOTION:** Jena Covey **SECOND:** Dave Nunley **MOTION CARRIED**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|   | Dave Nunley | Jena Covey | Beverly Jensen | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X | X |
| Nay |   |  |   |   |   |
| Abstain |   |  |  |   |  |

**H. PUBLIC COMMENTS**

No Public Comments were made.

**ADJOUNRMENT**

Charlotte Dunn adjourned the meeting at 11:00 AM.