



**MINUTES OF THE
ACCEL CLAIMS COMMITTEE MEETING
WEDNESDAY, FEBRUARY 11, 2015 AT 12:00 PM
DISNEYLAND HOTEL
FRONTIER BOARD ROOM
ANAHEIM, CA**

MEMBERS PRESENT

Charlotte Dunn, City of Visalia
Deb Hossli, City of Santa Monica
Dave Nunley, City of Anaheim
Mary Akin, City of Modesto

MEMBERS ABSENT

Jena Covey, City of Bakersfield

GUESTS AND CONSULTANTS

Michael Simmons, Alliant Insurance Services, Inc.
Conor Boughey, Alliant Insurance Services, Inc.
Vadim Livshits, Alliant Insurance Services, Inc.
Daniel Howell, Alliant Insurance Services, Inc.
Brandon Schlenker, Carl Warren & Company

A. CALL TO ORDER

Committee Chair Deb Hossli called the meeting to order at 11:00 a.m.

B. CONSENT CALENDAR

B1. Approval of Minutes from the November 18, 2014 Claims Committee Meeting

MOTION: Charlotte Dunn **SECOND:** Mary Akin **MOTION CARRIED**

	Dave Nunley	Deb Hossli	Betsy Dolan	Mary Akin
Aye	X	X	X	X
Nay				
Abstain				

C. CLAIMS COMMITTEE

C1. ACCEL Claims Reporting and Handling Policy and Procedure

Deb Hossli reported that she has modified the Claims Handling Policy and Procedure. She explains that she looked at the bylaws, MOC and JPA Agreement and has taken the existing language and cleared it up.

Deb explained that among other changes, she added that the Members have the right to intervene in the process of negotiations, settlements, demands, etc. The Members are to adhere to the policy or they may lose coverage. Dave Nunley believes that it is a problem to have something in the Policy and not following it. He thinks that this if it is already covered in the MOC, the Policy should refer back to that. Daniel Howell thinks it is prudent to include in the Policy as well, because the MOC is hard to retrieve and show on the spot.

Deb revised the portion of the Policy that explains how the Committee Chair is chosen, she asks the Board to discuss, as it does not match what is in the bylaws. She says either way is fine, but the Board needs to settle on just one way.

Deb would like the discrepancies between the Policy and the MOC to be reviewed so that they match. The MOC supersedes the Policy, but they should be the same.

Deb thinks the MOC provides enough direction on the claims.

Additionally, the Conflict of Interest policy should just say the TPA, if they think there is a conflict, should recommend that the Claims Chair sends to Board Counsel for an opinion. Deb believes that if there is a conflict, approval should be received from the Board before sending to counsel.

Direction is given to the Committee to review and schedule a meeting at the beginning of March via teleconference to do approve the Policy and Procedure. Whenever is convenient, admins will survey.

C2. Carl Warren Scope of Services

Deb Hossli explained that she would like to make known to Carl Warren exactly what the expectations are of them as ACCEL's Claims Administrator. Per the direction of the Board, she has made the Scope of Services much more explicit and detailed. Deb explained that she took the old contract language and incorporated anything that was important into the new language, and added some items that she felt were missing. Deb asked if there is anything in the Scope of Services that conflicts with the contract. Michael Simmons explained that there is not.

Daniel Howell suggests that carriers, SIRs and claim numbers be included with loss runs, so the Board can keep track of who is on notice and what is going on.



Mike explained that he doesn't believe there are any big changes in the Scope of Services, it is mostly a rewording of the current version.

There are no objections by Carl Warren or the Committee to the Scope of Services, but there is a request for more time to review, to make sure it matches the Policy and Procedure.

Mary Akin would like to recognize Deb Hossli's hard work, and thank her for working on this project.

D. ADJOURNMENT

Deb Hossli adjourned the meeting at 11:50 a.m.