

**MINUTES OF THE
ACCEL CLAIMS COMMITTEE MEETING
SAN FRANCISCO, CA
WEDNESDAY, APRIL 14, 2004, 2:00 P.M.
TELECONFERENCE**

MEMBERS PRESENT

Ben Bankard, City of Modesto
Erwin Young, City of Santa Cruz
Brad Landreth, City of Santa Barbara

GUESTS AND CONSULTANTS

Craig Schweikhard, Carl Warren & Company
Janelle Cabanding, Driver Alliant Insurance Services

A. CALL TO ORDER

Claims Committee Chair, Brad Landreth called the meeting to order at 2:02 p.m.

B. CLAIMS COMMITTEE

B1. Approval of Minutes – January 27, 2004 – Claims Committee Meeting

A motion was made to approve the minutes as submitted.

MOTION: Erwin Young **SECOND:** Ben Bankard **MOTION CARRIED**

B2. Liability Claims Administrator Contract Renewal – July 1, 2004 to 2007

Craig Schweikhard was present at the meeting to discuss the Carl Warren renewal proposal. The proposal extends the contract term from July 1, 2004 to 2007. The proposed Service Fee for the first of three years (2004-2005) is \$55,500. The Service Fee is a cap, not to exceed, amount. In addition to the Service Fee, the Claims Administrator proposes an annual Administration Fee of \$11,000. All other costs are ALE assigned to files.

Brad Landreth asked that the contract be amended to state that insurance must be maintained by the Claims Administrator. Craig mentioned that the contract originally executed in 1988 has been renewed with "Contract Amendments" and the original contract contains an insurance clause. Craig said he would fax a copy of the original contract to Brad. Brad also asked the Program Administrators to have a copy of the original contract available at the meeting for reference.

A motion was made to recommend ACCEL to approve the proposed Carl Warren & Company Claims Administration Agreement as presented, subject to the following conditions:

- The contract continue to require Errors & Omissions; and
- The Claims Administrator must provide evidence of insurance prior to the execution of the contract.

MOTION: Erwin Young **SECOND:** Ben Bankard **MOTION CARRIED**

C. PUBLIC COMMENTS

The Program Administrators were directed to review the current AIG Excess Liability Policy to confirm if the policy shows a specific individual for claims reporting and/or adjuster, or an office location. Brad Landreth mentioned that his claims personnel have been working closely with Peter Bloom of AIG, but have been recently informed that due to an internal structure change, this may change and a new adjuster may be assigned. Brad added that he and his staff would like to continue to work with Peter Bloom if possible. Janelle Cabanding said she would ask Dan Howell to communicate this information with Frank Tanabe.

D. ADJOURNMENT

There was a motion to adjourn the meeting.

MOTION: Ben Bankard **SECOND:** Erwin Young **MOTION CARRIED**

The meeting was adjourned at 2:17 p.m.