



## A G E N D A

**LEGEND:** A – Action may be taken  
I – Information  
1 – Included  
2 – Handout  
3 – Separate  
4 – Verbal

**JPA:** ACCEL BOARD OF DIRECTORS MEETING

**DATES/TIMES:** October 9<sup>th</sup>, 2003 3:00PM  
October 10<sup>th</sup>, 2003 8:30AM

**LOCATION:** Monterey Conference Center  
One Portola Plaza  
Monterey, CA 93940  
(831) 646-3770

*In accordance with the requirements of the Brown Act, notice of this meeting must be posted in publicly accessible places, 72 hours in advance of the meeting, in each of the member agencies involved.*

**A. CALL TO ORDER**

**B. CONSENT CALENDAR (A)**

*Page 1* 1. 1. Approval of Minutes – June 19<sup>th</sup> and 20<sup>th</sup>, 2003 Board of Directors Meeting  
*Members will review these minutes and may take action to approve and amend.*

**C. REPORTS**

*Page 13* 1. 1. President's (A)  
a) Resolution 03/04-01 Recognizing the Contributions of Mary Sue Baker  
*Members will formally recognize Mary Sue Baker for her representation on the ACCEL Board of Directors.*

*Page 15* b) Resolution 03/04-02 Recognizing the Contributions of Tom Vance  
*Members will formally recognize Tom Vance for his services as ACCEL Board President*

3 2. Claims Committee's  
a) **CLOSED SESSION – Pursuant to Gov't Code 54956.95 (A)**  
*Members will review the following Closed Session Items*

- i. Bennett v. Visalia
- ii. Brassinga v. Mountain View
- iii. Hause/Ullmeyer v. Santa Barbara
- iv. Tanguay et.al. v. Bakersfield
- v. San Francisquito Flood Claims v. Palo Alto
- vi. Curtis v. Visalia
- vii. Brewer v. Modesto
- viii. Santa Monica Farmers Market
- ix. Gammoh v. Anaheim

**RECONVENE - DISPOSITION OF CLOSED SESSION ITEMS**

**TIME CERTAIN – THURSDAY, OCTOBER 9<sup>TH</sup>, 2003, 4:00 P.M.**

*Page 17* 1 b) Liability Claims Audit (A)  
*Leo Heyenrath will present this report. Members by now should have received a copy of the audit in a separate mailing.*



- 3. Financial and Treasurer's (A)

*Members will review the following Reports and may take action to approve.*

  - 1 a) Report of Investments – Pursuant to Gov't Section Code 53646(b)(1)

    - 1. Month Ending June 30, 2003
    - 2. Month Ending July 31, 2003
    - 3. Month Ending August 31, 2003
  - 1 b) Ratification of Disbursements

    - 1. Month Ending June 30, 2003
    - 2. Month Ending July 31, 2003
    - 3. Month Ending August 31, 2003
  - 1 c) Budget

    - 1. 2003-2004 Year-to-Date
    - 2. 2002-2003 Final
  - 1 d) Financial Statement Ending June 30, 2003
  - 1 e) Final Audited Payroll for FY 2002/2003

**TIME CERTAIN – FRIDAY, OCTOBER 10<sup>TH</sup>, 2003, 8:30 A.M.**

  - 1&2 f) Approval of Financial Audit as of June 30, 2003

*Steve Starbuck representing Brown Armstrong, will be present the ACCEL Audit and members may take action.*
  - 1&3 g) Review of the ACCEL Investment Policy – Resolution 03/04-05 Investment Policy Amendment

*Members will hear a recommendation from the Finance Committee and may take action.*
  - 4 h) Accounting Services Update

*The Treasurer will present an updated on this item.*
  - 2 i) Estimated Earnings Report as of June 30, 2003
  - 1 j) Estimated 2003-2004 Payroll

    - 1. Liability
    - 2. Workers' Compensation

*Members will receive a copy for their information.*
  - 1 4. Executive Committee's (I)

    - a) Draft Minutes - July 17, 2003 Executive Committee Meeting

*Members will receive a copy for their information. Action may be taken at a future Executive Committee Meeting.*
  - 1 5. Program Administrator's

    - 1&3 a) Amendments to Administrative Procedure: Financial Plan and ACCEL Bylaws:

      - 1. Resolution 03/04-03 - Amendment to Financial Plan (A)

*Members will receive proposed changes to the Financial Plan and may take action to approve Resolution 03/04-03.*
      - 2. DRAFT Resolution 03/04-04 - Amendment of Bylaws (I)

*Changes to the Bylaws require 30 days advance notice. Members may give direction as necessary on this item, and will have the opportunity to approve Resolution 03/04-04 the next meeting.*
    - 1 b) ACCEL Strategic Planning Draft Agenda (A)

*Members will receive a copy of the Draft agenda and may give direction.*
    - 1 c) ACCEL 2003-2004 Service Calendar – Revised (I)

*Members will receive a copy for their information.*



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- 1 6. Underwriting Committee's (A)
    - a) ACCEL Prospective Members
      - Members will review this item and may take action or give direction.*
- D. UNFINISHED BUSINESS – None**
- E. NEW BUSINESS**
- TIME CERTAIN – FRIDAY, OCTOBER 10<sup>TH</sup>, 2003, 10:00 A.M.**
- Page 75**
- 4 1. CSAC PersonalAccess Worksite Benefits Program (I)
    - Mike Bowles will make a presentation for members' information.*
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- 1 2. Next Two Meetings Schedule (A)
    - Members will receive information on the next two meetings.*
  - 1 3. 2004 Proposed Calendar of Meetings (A)
    - Members will review the proposed meeting dates and may take action to approve or amend.*
  - 4 4. 2004 Nominations for CPEIA Board of Directors (A)
    - CPEIA Members will receive information on this item and may take action to place nominations.*
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- 1 **F. CORRESPONDENCE / INFORMATION** (I)
    - 1. 2004 PARMA Conference Information
    - 2. The Risk Management Letter – Fall 2003 Issue
    - 3. The Excess Perspective (CSAC EIA) September 2003 Issue
- Page 83**
- 4 **G. PUBLIC COMMENTS** (I)
    - The public is invited at this point to address the Board of Directors on issues of interest to them.*
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- 4 **H. GENERAL RISK MANAGEMENT ISSUES** (I)
    - Subjects that of interest to members: please bring 15 copies of any materials.*
- ADJOURNMENT**