

**MINUTES OF THE
ACCEL CLAIMS COMMITTEE MEETING
SAN FRANCISCO, CA
THURSDAY, SEPTEMBER 23, 2004, 10:00 A.M.
TELECONFERENCE**

MEMBERS PRESENT

Mary Akin, City of Modesto
Beverly Jensen, City of Mountain View
Jonathan Lackey, City of Santa Monica
Brad Landreth, City of Santa Barbara
Dave Nunley, City of Anaheim

GUESTS AND CONSULTANTS

Keyan Aghili, Carl Warren & Company
Ray Aromatorio, Carl Warren & Company
Janelle Cabanding, Driver Alliant Insurance Services

MEMBERS ABSENT

Erwin Young, City of Santa Cruz

A. CALL TO ORDER

The meeting was called to order at 10:03 a.m. This was an operator-assisted conference call since a portion of this meeting was in Closed Session. Janelle Cabanding did a roll call to confirm meeting attendees.

B. CLAIMS COMMITTEE

B1. Approval of Minutes – May 25, 2004 – Claims Committee Meeting

A motion was made to approve the minutes as submitted, with the following changes on handwritten page 3 of the agenda:

1. Amend Tom Phillips, City of Santa Cruz to read as Tom Phillips, City of Santa Monica;
2. Add Ray Aromatorio, Carl Warren & Company under Guests and Consultants; and
3. Include Ray Aromatorio, Carl Warren & Company to the first paragraph of Item B2.

MOTION: Mary Akin

SECOND: Beverly Jensen

MOTION CARRIED

B2. Appointment of Claims Committee Chair

Per Article VI of the ACCEL Bylaws, members must appoint a Chair. A motion was made to nominate Brad Landreth as Chair to the ACCEL Claims Committee.

MOTION: Mary Akin **SECOND:** Beverly Jensen **ABSTAIN:** Brad Landreth

MOTION CARRIED

B3. The ACCEL Claims Committee Members entered into Closed Session pursuant to Government Section Code 54956.95.

A motion was made to enter into closed session at 10:08 a.m. pursuant to Government Section Code 54956.95.

MOTION: Mary Akin **SECOND:** Beverly Jensen **MOTION CARRIED**

A motion was made to come out Closed Session at 11:03 a.m.

MOTION: Mary Akin **SECOND:** Beverly Jensen **MOTION CARRIED**

Claims Committee Chair, Brad Landreth reported that direction was given to the Claims Administrator.

B4. Claims Administrator Orientation and Progress Report

Ray Aromatorio from Carl Warren & Company reported that they visited the Cities of Palo Alto, Mountain View, Monterey, Santa Cruz, Santa Monica, Burbank for the orientations as promised from the last Board Meeting. Keyan Aghili also visited Driver Alliant in San Francisco for an ACCEL orientation as well. Carl Warren will schedule visits with Ontario, Anaheim, Bakersfield, Visalia and Modesto soon.

B5. Excess Claims Administrator Evaluation Form (Draft)

Brad Landreth reminded members that at the last Board Meeting, Members decided to perform an evaluation on the Excess Claims Administrators in February of next year. Program Administrators provided a draft evaluation form for members to review and provide input. If Members would like to make corrections to the evaluation form, email the changes to Janelle Cabanding.

C. PUBLIC COMMENTS

There were no public comments.

D. ADJOURNMENT

There was a motion to adjourn the meeting.

MOTION: Dave Nunley

SECOND: Mary Akin

MOTION CARRIED

The meeting was adjourned at 11:16 a.m.