

**MINUTES OF THE  
ACCEL CLAIMS COMMITTEE MEETING  
Tuesday, March 4, 2025, at 9 AM**

**LOCATION:  
TELECONFERENCE**

Link: <https://alliantinsurance.zoom.us/j/95894384203?pwd=EUzy2KrT9XUpOuf4INzbRmfymA7vk.1>

**Meeting ID: 958 9438 4203**

**Passcode: 132950**

**Dial: (669) 900-6833**

**MEMBERS PRESENT:**

Jena Covey, City of Bakersfield

Lisa Cox, City of Monterey Alternate

Ross Brandon, City of Santa Cruz

Oles Gordeev, City of Santa Monica

**MEMBERS ABSENT:**

Marquie Lugo, City of Ontario Alternate

**GUESTS AND CONSULTANTS:**

Ben Oram, George Hills Company

David Tratuz, George Hills Company

Conor Boughey, Alliant Insurance Services

Lorissa Huey, Alliant Insurance Services

**A. CALL TO ORDER**

Jena Covey called the meeting to order at 9:00 AM.

**B. CONSENT CALENDAR**

**B1. Approval of Minutes for the December 18, 2024, Claims Committee Meeting**

A motion was made to approve the consent calendar.

**MOTION:** Ross Brandon **SECOND:** Oles Gordeev **MOTION CARRIED**

|         | Jena Covey | Lisa Cox | Marquie Lugo | Ross Brandon | Oles Gordeev |
|---------|------------|----------|--------------|--------------|--------------|
| Aye     | X          | X        |              | X            | X            |
| Nay     |            |          |              |              |              |
| Abstain |            |          |              |              |              |

### C. REPORTS

#### C1. CLAIMS COMMITTEE'S REPORT

##### C1a. Clarification of Claims Reporting Requirements - ACCEL Claims Reporting and Handling Policy and Procedure

Lorissa Huey reported that the Claims Committee (CC) was directed from the Board from the January 2025 Board Meeting to clarify the language regarding the effective date of the new reporting requirements in the ACCEL Claims Reporting and Handling Policy and Procedure (P&P). ACCEL adopted an Administrative P&P, the Claims Reporting and Handling P&P to outline of what is expected from Members for claims handling and reporting, unless it is otherwise stated it applies to all claims, all program years. The ACCEL Memorandum of Coverage (MOC) is the document that ultimately governs the coverage and reporting for that specific policy year.

A motion was made to recommend to the Board no change to the ACCEL Claims Reporting and Handling P&P. Direction was given to memorialize this discussion in the agenda cover item and minutes, a new bullet point clarifying that coverage will be determined based on the MOC's reporting requirements using the Date of Loss of the reported incident. This will be the written record for the direction given to ACCEL's Claims Administrators.

**MOTION:** Jena Covey

**SECOND:** Ross Brandon

**MOTION CARRIED**

|         | Jena Covey | Lisa Cox | Marquie Lugo | Ross Brandon | Oles Gordeev |
|---------|------------|----------|--------------|--------------|--------------|
| Aye     | X          | X        |              | X            | X            |
| Nay     |            |          |              |              |              |
| Abstain |            |          |              |              |              |

### C1b. Member Claims Training

Lorissa Huey reminded the Claims Committee that direction was given to the Committee to discuss with Rob Powers on whether ACCEL sponsors a claims training for its Members or with the individual Members who are interested. A survey was sent out to the Board of who is interested.

Also, included in the agenda packet was George Hills Claims University for additional claims training.

The Claims Committee discussed and gave direction to report back to the Board to not move forward with this, and at the end of each Board Meeting Agenda Packet under Correspondence and Information to provide a list of training that is already available to the Members. Also, to reiterate that both the Primary and Alternate Board Members can seek reimbursement for training under ACCEL's Travel and Training Policy and Procedure.

### C1c. Litigation Update

Ben Oram provided the Claims Committee the quarterly litigation update. The litigation update is posted on the ACCEL Website in the Members' Only Section.

### C1d. CLOSED SESSION – Pursuant to Gov't Code 54956.95

#### C1di. Committee Review – ACCEL Open Loss Run

#### C1dii. George Hills Estimated Loss Payments

A motion was made to enter into Closed Session at 9:42 AM.

**MOTION:** Jena Covey      **SECOND:** Ross Brandon      **MOTION CARRIED**

|         | Jena Covey | Lisa Cox | Marquie Lugo | Ross Brandon | Oles Gordeev |
|---------|------------|----------|--------------|--------------|--------------|
| Aye     | X          | X        |              | X            | X            |
| Nay     |            |          |              |              |              |
| Abstain |            |          |              |              |              |

A motion was made to come out of Closed Session at 10:52 AM.

**MOTION:** Oles Gordeev **SECOND:** Ross Brandon **MOTION CARRIED**

|         | Jena Covey | Lisa Cox | Marquie Lugo | Ross Brandon | Oles Gordeev |
|---------|------------|----------|--------------|--------------|--------------|
| Aye     | X          | X        |              | X            | X            |
| Nay     |            |          |              |              |              |
| Abstain |            |          |              |              |              |

Lorissa Huey reported out of Closed Session that no reportable action took place.

**D. PUBLIC COMMENTS** - There were no public comments.

### ADJOURNMENT

Lorissa Huey adjourned the meeting at 10:53 AM.