



AGENDA

JPA: ACCEL BOARD OF DIRECTORS MEETING

DATES/TIMES: Thursday, December 14, 2017 at 1:00 PM
Friday, December 15, 2017 at 8:30 AM

LOCATION: Office of the Program Administrators
Alliant Insurance Services
100 Pine Street, 11th Floor
San Francisco, CA 94111

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

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.

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location requires routine provision of identification to building security. However, ACCEL does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

PAGE

A. CALL TO ORDER

B. CONSENT CALENDAR

(A)

1 *The Board may take action on the items below as a group. A member may request an item be withdrawn from the Consent Calendar for discussion and action.*

1-16

1. Approval of Minutes for the October 12 & 13, 2017 Board of Directors Meeting

17-34

2. ACCEL 17-18 Memorandum of Coverage Eff 7-1-17 as Approved at the October 12, 2017 Board Meeting

35-51

3. Financial Plan Policy & Procedure – Revised October 2017

52-109

4. Final Financial Audit as of June 30, 2017

110

5. Bakersfield's Fee Agreement for Legal Services Response Letter

C. GENERAL RISK MANAGEMENT ISSUES

(I)

4 *This is an opportunity for a member to discuss a topic of interest or seek guidance and input from the group about a current issue, risk management topic or exposure the member is facing. Please mail a copy of any materials to each member City in advance of the meeting.*

D. REPORTS

1. President's Report

4 a) Items of general interest to the members may be discussed.

(I)



2. Executive Committee's Report

- 111-113 1 a) ACCEL's 2018 Meeting Calendar & Resolution 1718-03, Amending 2018 Meeting Calendar (A)
The Board will review the updated Meeting Calendar and take action to approve the Resolution or give direction.
- 114-118 1 b) Executive Committee Members' Job Descriptions (A)
Members will accept and file the job descriptions for the Executive Committee positions which will be used for annual elections.
- 119-126 1 c) Accounting Guide Policy & Procedure Proposed Changes; Resolution 1718-04, Amending the Accounting Guide (A)
The Board will review the proposed change of requiring the Treasurer to review the checks before they are signed. Action may be taken to approve the Resolution or direction given.

3. Claims Committee's Report

- 127-149 1 a) Claims Auditor Request for Proposal (RFP) Approval (A)
The Board will review the final draft of the Claims Auditor Request for Proposal (RFP) for a three year term starting July 1, 2018 and may take action to approve or amend.
- 150-158 1 b) Excess Claim Reporting Process (I)
The Program Administrators will remind the Board about the excess claim reporting requirements.
- 3 c) **CLOSED SESSION – Pursuant to Gov't Code 54956.95** (A)
Members will review the following Closed Session Items
- i. Diaz v. Anaheim
 - ii. Pech v. Anaheim
 - iii. Ramirez v. Bakersfield
 - iv. Edens v. Bakersfield
 - v. Kiave v. Bakersfield
 - vi. Denny v. Burbank
 - vii. Binkley v. Burbank
 - viii. Modesto City Schools v. Modesto
 - ix. S.C. (Minor) v. Ontario
 - x. Flood Claims v. Ontario
 - xi. Huerta v. Santa Barbara
 - xii. Arlt v. Santa Cruz
 - xiii. Cardier v. Santa Monica
 - xiv. Quintero v. Santa Monica

RECONVENE - DISPOSITION OF CLOSED SESSION ITEMS

4. Financial and Treasurer's Report (A)

Members will review the following items and may take action to approve or give direction as needed.

- 159-162 1 a) Ratification of Disbursements
- 1. Month Ending October 31, 2017
 - 163-165 2. Month Ending November 30, 2017



- 166-174 1 b) Report of Investments – Pursuant to Gov't Section Code 53646(b)(1)
175-183 1. Month Ending October 31, 2017
184-188 175-183 2. Month Ending November 30, 2017
189-216 1 c) Quarterly Financial Report as of September 30, 2017
217-218 1 d) Member Account Summary Report as of September 30, 2017
1 e) ACCEL Projected Cash Flow Obligations as of September 30, 2017

TIME CERTAIN THURSDAY, DECEMBER 14, 2017 @ 1:00 PM

- 219 1 & 3 f) Chandler Asset Management - Investment Report (I)
Carlos Oblites, from Chandler Asset Management will provide an update about ACCEL's Investments.

- 220-233 1 g) ACCEL's Investment Policy Proposed Changes (A)
Members will review the proposed changes to the Investment Policy suggested by Chandler Asset Management.

5. Underwriting Committee's Report

- 4 a) Verbal Report from Committee Meeting held on December 14, 2017 (I)
Members will receive a verbal report about the topics discussed and actions taken at the Underwriting Committee meeting held earlier today.

6. Program Administrator's Report

- 234 3 a) 2018 State of the Marketplace Report (I)
Alliant will provide a report on the state of the insurance marketplace for 2018 and answer any questions that the Board Members may have.

- 235-241 1 b) Alliant's Disclosure Presentation (A)
Administrators will give a presentation on Alliant's various relationships within the insurance marketplace and Members may take action or give direction.

- 242-256 1 c) ACCEL's Target Equity Rates (I)
Alliant will present on ACCEL's Target Equity Ratios and the Board may take the findings into account when reviewing retro payments, future year funding and other financial transactions that may affect ACCEL's financial position. This is an information item, and no action will be taken, but direction may be given.

- 257 1 d) ACCEL Website Updates (I)
The Program Administrators will navigate through the ACCEL website with the Board.

E. UNFINISHED BUSINESS

- 258-259 1 1. California Pool Captive Alliance (CPCA) (I)
The Board will receive updates and discuss whether ACCEL should explore joining this captive.

F. NEW BUSINESS

- 260-261 1 1. Board Member Alternates (I)
Members will provide the Program Administrators who each Member City's Board Member Alternates are.



- 262-291 1 2. Governing Documents Amendments Discussion (I)
Board of Directors will discuss potentially amending ACCEL's governing documents to be in alignment with the current direction and needs of the JPA.
- 292-301 1 3. Updates of the Insurance Requirements in Contracts (IRIC) Manual (I)
Dan Howell will provide a presentation about the new chapters of the IRIC Manual regarding Technology, Aviation, and Marine Related Risks.
- 302-304 1 4. Retrospective Plan Calculation (RPC) – First Round Estimate (I)
This is the first time a report like this has been presented. This is a very early indication and not based on the actual FY 17-18 calculations.
- 305-306 1 5. Resolution 1718-05, Recognizing the Contributions of Ann Richey (A)
Members will review the resolution recognizing the impact Ann Richey, City of Ontario Board Member had on the Authority, and may take action to approve or amend.
- 307 1 6. Long Range Planing (LRP) – Postponed (I)
This is for information only regarding the LRP. The Executive Committee took action to postpone the LRP Agenda to September 11, 2018 in South Lake Tahoe.
- 308 1 7. Schedule of the Next Two Board of Directors Meetings (A)
Members will receive information on the next two Board Meetings and may take action to approve or amend the schedule and locations.
- H. CORRESPONDENCE / INFORMATION (I)**
- 309-323 1 1. PARMA Conference Information
- I. PUBLIC COMMENTS (I)**
- 4 *The public is invited at this point to address the Board of Directors on issues of interest to them.*

ADJOURNMENT