

## ACCEL BOARD OF DIRECTORS MEETING

**Day 1 - Thursday, June 16, 2022 at 1:00 PM**

**Day 2 - Friday, June 17, 2022 at 8:30 AM**

### PRIMARY LOCATION:

**City of Visalia  
City Administration Building  
220 N. Santa Fe  
Visalia, CA 93292**

### LOCATIONS VIA TELEPHONE:

- **City of Mountain View, 500 Castro St., 2nd Floor, Mountain View, CA 94041**
- **City of Ontario, 200 North Cherry Avenue, Ontario, CA 91764**

### MEMBERS PRESENT:

Tracey Matthews, City of Anaheim

Jena Covey, City of Bakersfield

Betsy McClinton, City of Burbank (*arrived at 1:18 PM on Thursday, June 16, 2022*)

Joe Rodriguez, City of Modesto

Lane Hayes, City of Monterey Alternate

Claudia Koob, City of Mountain View Alternate

Jeannette Chavez, City of Ontario

Sandra Blanch, City of Palo Alto (*arrived at 1:31 PM on Thursday, June 16, 2022*)

Mark Howard, City of Santa Barbara

*(Thursday, June 16, 2022, excused from the meeting room at 3:50 PM and came back at 4:05 PM)*

Oles Gordeev, City of Santa Monica (*Thursday, June 16, 2022 only*)

Charlotte Dunn, City of Visalia

### MEMBERS ABSENT:

Ross Brandon, City of Santa Cruz

### GUESTS AND CONSULTANTS:

Rhonda Combs, City of Salinas

Vanessa Shearer, City of Visalia

Gina Dean, PRISM (*Thursday, June 16, 2022 only, left at 3:30 PM*)

Ben Oram, George Hills Company

*(Thursday, June 16, 2022, excused from the meeting room at 2:55 PM and came back 3:12 PM; Friday, June 17, 2022, left at 9:55 AM)*

David Trautz, George Hills Company

*(Thursday, June 16, 2022 only, excused from the meeting room at 2:55 PM and came back 3:12 PM)*

John Chaquica, George Hills Company

*(Thursday, June 16, 2022, excused from the meeting room at 2:55 PM and came back 3:12 PM; Friday, June 17, 2022, left at 9:55 AM)*



Carlos Oblites, Chandler Asset Management (*Friday, June 17, 2022, left at 9:35 AM*)  
 Daniel Howell, Alliant Insurance Services  
 Conor Boughey, Alliant Insurance Services  
 Lorissa Huey, Alliant Insurance Services  
 Marcus Beverly, Alliant Insurance Services

**A. CALL TO ORDER & INTRODUCTIONS**

Jena Covey called the meeting to order at 1:00 PM on Thursday, June 16, 2022.  
 Jena Covey called the meeting to order at 8:30 AM on Friday, June 17, 2022.

**B. CONSENT CALENDAR**

- B1. Approval of Minutes for the March 31 and April 1, 2022 Board of Directors Meeting**
- B2. Approval of Minutes for the March 22, 2022 Special Board of Directors Meeting**
- B3. Approval of Minutes for the May 19, 2022 Special Board of Directors Meeting**
- B4. PRISM’s Excess WC COVID-19 Claims**

A motion was made to approve the consent calendar.

**MOTION:** Mark Howard    **SECOND:** Charlotte Dunn    **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

**C. GENERAL RISK MANAGEMENT ISSUES**

Oles Gordeev, City of Santa Monica asked if any Members used the Active Shooter Program’s Self-Assessment Service. Conor added that it is free service because it is a self-assessment that states to walk around the entry ways to observe and analyze the risk level. The Program Administrators will find the self-assessment that was done a few years ago and circulate it to the Board. The City of Bakersfield’s Police Department uses another vendor that provides this service and Jena Covey will provide information to Oles.



**C1. General Law City or Charter City**

Conor Boughey stated that included in the agenda packet was a list from the California League of Cities that shows all the Charter Cities. All the Cities in ACCEL are Charter Cities, except the City of Ontario.

**D. REPORTS**

**D1. Nominating Committee’s Report**

**D1a. Election of Officers for FY 22/23**

Conor Boughey reported that the Nominating Committee is composed of Betsy McClinton, City of Burbank from Southern California and Sandra Blanch, City of Palo Alto from Northern California.

At the March 31 and April 1, 2022 Board Meeting, the Board agreed that it planned to proceed with the current slate of officers. If any Board Members had an objection, direction was given to contact Betsy and Sandra by April 15, 2022.

A motion was made to approve the slate as follows:

- President – Jena Covey
- Vice President – Mark Howard
- Treasurer – Oles Gordeev
- Secretary – Sandra Blanch

**MOTION:** Betsy McClinton

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

**D2. President’s Report**

**D2a. Board Member Peer Program**

Jena Covey announced that ACCEL has a Board Member Peer Program, which is when there is a new Board Member, a seasoned Board Member could collaborate with the new Board Member for mentoring purposes.

Joe Rodriguez from the City of Modesto and Lane Hayes from the City of Monterey are the new Board Members.

Jena Covey, City of Bakersfield volunteered to be Joe's mentor, while Rhonda Combs, City of Salinas will be Lane's mentor.

### **D2b. FY 22/23 Committee Assignments**

The Board Members stated which of the three Committees: Claims, Finance, and Underwriting they are interested in participating in for FY 22/23. The Executive Committee will convene in July 2022 to finalize the committee assignments.

Tracey Matthews, City of Anaheim would like to remain on the Claims Committee and will stay on the Underwriting Committee if no one else is interested.

Jena Covey, City of Bakersfield would like to remain on the Claims Committee. As the President, Jena is an automatic Member of the Underwriting Committee.

Betsy McClinton, City of Burbank is willing to move to the Finance Committee, but prefers the Claims Committee.

Joe Rodriguez, City of Modesto would like to be on the Finance Committee.

Claudia Koob, City of Mountain View did not express interest be on a Committee.

Jeannette Chavez, City of Ontario did not express interest be on a Committee.

Sandra Blanch, City of Palo Alto will stay on the Finance Committee and move off the Underwriting Committee.

Mark Howard, City of Santa Barbara is the Vice President and is automatically the Underwriting Committee Chair per the Bylaws and would like to remain on the Finance Committee.

Oles Gordeev, City of Santa Monica is the Treasurer and is automatically the Finance Committee Chair per the Bylaws and would like to remain on the Claims Committee.

Charlotte Dunn, City of Visalia would like to stay on the Claim Committee, but is willing to move to the Finance Committee if needed elsewhere.

Ross Brandon, City of Santa Cruz was not in attendance today. The Board discussed adding him to the Claims Committee if interested and keeping him on Underwriting Committee.

Rhonda Combs, City of Salinas attend the Board Meeting as a guest. Rhonda stated that she would like to remain on the Underwriting Committee.

The City of Monterey did not state which Committee it is interested in.



### D3. Executive Committee’s Report

#### D3a. Adoption of Arbitration of Non-Coverage Disputes Policy and Procedure

Conor Boughey reminded the Board that this item was discussed at the March 31 and April 1, 2022 Board Meeting and was assigned to the Executive Committee for final review contingent upon Byrne Conley, Legal Counsel’s review. Byrne Conley reviewed the draft and indicated no material changes.

On May 17, 2022, CAJPA held its Accreditation Committee Meeting and one of the requirements it had for ACCEL to receive Accreditation with Excellence was to adopt a process for resolving non-claims disputes, and such a process is a best practice recommended by the Program Administrators. CAJPA said that ACCEL had six months from the date of the meeting to satisfy this requirement.

The Program Administrators discussed with Jena Covey, ACCEL’s President who agreed to bring this item back to the Board instead of the Executive Committee because of timing of CAJPA’s requirement to adopt within six months.

A motion was made to adopt the Arbitration of Non-Coverage Disputes Policy and Procedure.

**MOTION:** Oles Gordeev      **SECOND:** Tracey Matthews      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

### D4. Claims Committee’s Report

#### D4a. Litigation Manager Transition – Update

Conor Boughey recapped that as Ken Maiolini began his succession plan, the Board previously assigned Ben Oram the primary responsibility for administering claims for the Cities of Anaheim, Bakersfield, and Visalia. The Board requested further discussion before granting final approval of this transition of key personnel.

A motion was made to memorialize the transition of key personnel from Ken to Ben effective July 1, 2022 for all thirteen cities.

Direction was given to the Board Members to let their City staff know of this change. Also, the Board directed George Hills to notify the excess carriers.



**MOTION:** Mark Howard    **SECOND:** Charlotte Dunn    **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

### D4b. ACCEL and George Hills Contract Update

John Chaquica, George Hills (GH) provided a PowerPoint Presentation that included topics such as (1) the enhanced services provided by GH, (2) the introduction of Neil Callahan as a backup Litigation Manager, and (3) the increased claims volume.

Members asked questions, which were addressed by GH as they arose.

John Chaquica, Ben Oram, and David Trautz were excused from the meeting room and came back after the Board had a roundtable discussion. The Board agreed to request GH to propose a new contract with a new term of January 1 for three years with two additional one-year periods to extend and outline what it will look price wise and service wise to have Ben, David, and the addition of Neil and a senior adjuster.

A motion was made to delegate authority to the Claims Committee to evaluate the proposed contract with GH and make a recommendation to the Board at the October 2022 Long Range Planning and Board Meeting. Direction was given to GH to send the proposed contract to Tracey Matthews, Claims Committee Chair by August 1, 2022.

**MOTION:** Mark Howard    **SECOND:** Betsy McClinton    **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													



**D4c. CLOSED SESSION – Pursuant to Gov’t Code 54956.95**

A motion was made to enter into Closed Session at 3:30 PM.

**MOTION:** Sandra Blanch    **SECOND:** Oles Gordeev    **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

Mark Howard, City of Santa Barbara was excused from the meeting room while the Tomaszewski v. Santa Barbara claim was discussed.

A motion was made to come out of Closed Session at 4:30 PM.

**MOTION:** Oles Gordeev    **SECOND:** Charlotte Dunn    **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

Conor Boughey reported out of Closed Session that the Board took action on two of the agendized claims.

**D4d. Litigation Update**

Ben Oram, George Hills presented a Litigation Update on pertinent case law. This item is presented to the Claims Committee quarterly, but was deferred to today’s meeting.

A copy of this is posted on the ACCEL’s Website in the Members’ Only section.



**D4e. FY 22/23 Liability Claims Audit Schedule Memo**

Conor Boughey reported that Rob Powers, ACCEL’s Claim Auditor will begin the Liability Claims Audit on July 1, 2022. The memo from Rob outlines when he will be contacting each Member for the audit.

**D5a-d. Financial and Treasurer's Report**

Conor Boughey walked through the financial items. He pointed out that the recent claims payment as shown in the disbursements total \$8,000,000 from March 2022 to May 2022. Direction as given to the Program Administrators to check with the Actuary to ensure those claims are included in the Actuarial Update Report as closed.

He noted that in the Chandler April 2022 Statement, the beginning values as of March 31, 2022 and end values as of April 30, 2022 increased by \$5,000,000 because at the March 31 and April 1, Board Meeting, the Board authorized a \$5,000,000 transfer from its short term account with Local Agency Insurance Fund (LAIF) to its long term account with Chandler.

A motion was made to approve the financial items D5a-d.

**MOTION:** Tracey Matthews      **SECOND:** Joe Rodriguez      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X		X	X
Nay													
Abstain													

**D5e. ACCEL Projected Cash Flow Obligations as of March 31, 2022**

Conor Boughey reminded the Board that at the last Board Meeting, it took action to transfer \$5,000,000 to its long term account with Chandler because the long term account yield is higher than Local Agency Insurance Fund (LAIF) for new investments, and ACCEL did not require those funds in the near term.

Direction was given to Carlos and the Program Administrators to monitor the market and the Board will review at its October 2022 Board Meeting another potential transfer of funds to long term investments. If something arises between now and then, a Special Board Meeting will be scheduled.





**D5f. Short and Long Term Investment of Funds – Continued Discussion**

Carlos Oblites at Chandler provided the Board a summary of what has happened in the market with the \$5,000,000 that the Board transferred after its March 31 and April 1, 2022 Board Meeting until the June 2022 Board Meeting.

Members asked questions which were addressed as they arose.

No reportable action took place.

**D6. Finance Committee’s Report** – No items to report for this meeting.

**D7. Underwriting Committee’s Report**

**D7a. UAVs/Drone Survey Results**

Conor Boughey reported that at a recent Underwriting Committee (UC) Meeting, while the UC was reviewing ACCEL’s Unmanned Aerial Vehicle (UAV) Usage Guidelines, the Committee requested a survey of the Members’ UAVs and Drone exposures to evaluate the evolution of this risk.

In April 2022, the same questions from the 2016 survey were sent to the Members. The Program Administrators combined the responses together and included them in the agenda packet.

No reportable action took place.

Joe Rodriguez announced that the City of Modesto will be completing a New Exposure Questionnaire for the UC’s review because the Fire Chief is now providing administrative services for Stanislaus County and the City of Turlock.



### D8. Program Administrator’s Report

#### D8a. Public Entity Database Flyer and User Agreement

Dan Howell reported that Dan Madej, Alliant Insurance Services is launching a Public Entity Database that will help Alliant advocate better for its public entity pool clients when it comes to pricing exercises and program structuring strategies. The flyer in the agenda packet discussed topics such as Alliant Actuarial Resources, Reliance on Industry Data, and Leveraging Public Entity Pool Data.

A motion was made to sign the Public Entity Database User Agreement.

**MOTION:** Tracey Matthews      **SECOND:** Charlotte Dunn      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

### E. UNFINISHED BUSINESS

#### E1. ACCEL’s June 30, 2022 Actuarial Update

Conor Boughey stated that the Actuarial Study is based on December 31, 2021 loss information. The Financial Audit will audit the financials as of June 30, 2022 and as a result, the Reserves and Incurred But Not Reported (IBNR) requires an update to accurately reflect the ACCEL’s outstanding liabilities.

Included in the agenda packet was the June 30, 2022 Actuarial Update Report.

A motion was made to accept the report and seek revisions as appropriate for the \$8,000,000 in recent claim payments per the direction that was given to the Program Administrators described in Item D5a-d.



**MOTION:** Mark Howard

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

**E2. FY 22/23 Administration Budget & Resolution 22/23-01**

Conor Boughey stated that the FY 22/23 Administration Budget was presented at the March 31 and April 1, 2022 Board Meeting as a draft and the Board had no changes since then. The budget is annually adopted at the June Board Meeting.

A motion was made to approve the FY 22/23 Administration Budget and Resolution 22/23-01.

**MOTION:** Betsy McClinton

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

**E3. ACCEL FY 22/23 Excess Liability Program Renewal**

Dan Howell and Conor Bouhey reminded the Board that at the Special May 2022 Board Meeting, it took action to delegate authority to the President, Jena Covey to bind the AWAC \$5,000,000 excess \$10,000,000, ANML Great American \$10,000,000 excess \$15,000,000, and Gemini \$10,000,000, \$25,000,000 layers prior to today’s meeting.

The Program Administrators passed out a handout to the Board that showed premium quotes all the way up to \$55,000,000 limit. Direction was given to the Program Administrators to send an electronic copy of the handout to the Board.

The Cities of Anaheim, Bakersfield, Burbank, Modesto, Palo Alto, Santa Barbara, and Santa Monica, are interested in higher limits.



1<sup>st</sup> motion

A motion was made to adopt the pool rate of \$1.353 for the \$4,000,000 excess \$1,000,000 layer.

**MOTION:** Betsy McClinton

**SECOND:** Jena Covey

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

2<sup>nd</sup> motion

A motion was made to adopt the pool rate of \$0.43 for the \$5,000,000 excess \$5,000,000 layer and allocation of the Administrative Budget, and bind the Terrorism with Beazley.

**MOTION:** Betsy McClinton

**SECOND:** Jena Covey

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													



### 3<sup>rd</sup> motion

A motion was made to bind coverage for all Members up to the \$55,000,000 limit as shown in the handout and delegate authority to the President and Vice President to bind coverage on behalf of the Members who want to purchase higher limits.

**MOTION:** Mark Howard      **SECOND:** Charlotte Dunn      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

### **E4. ACCEL’s 2022 Retrospective Rating Plan Calculation:**

#### **E4a. Resolution 22/23-02, Adopting the 2022 Retrospective Rating Plan Calculation**

Conor Boughey stated that the draft retro was presented at the March 2022 Board Meeting. Since that meeting, the retro has been reviewed for any updated IBNR (Incurred but Not Reported) and reserves. The results show that the retro has funds of \$4,752,332 available to the Board for withdrawal, which is an improvement from the March draft results of \$2,452,332.

Conor reminded the Board that at the June 2021 Board Meeting, the Board took action to restrict the 2021 Retro by 100%. This money has now been returned in full for the current year’s retro. Also, at the June 2017 Board Meeting, the Board took action to administratively suspend fiscal years up to FY 07/08, and this year’s retro calculation shows the prior funds on account, rolling forward to the FY 08/09 year.

A motion was made to approve the 2022 Retro Calculation of \$4,752,332 and Resolution 22/23-02 as presented in the agenda packet.

**MOTION:** Mark Howard      **SECOND:** Tracey Matthews      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													



**E4b. Retrospective Rating Plan Calculation Funds Restriction**

Conor Boughey explained that ACCEL’s Financial Plan allows the Board to restrict the amount available for return to Members through the application of a restriction. The Board reviewed this year’s Retro results, the financial position of the Authority, along with the expected ‘test year’ results to determine the appropriate amount to restrict.

A motion was made to restrict 100% of the 2022 Retro.

**MOTION:** Jena Covey      **SECOND:** Mark Howard      **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

**E4c. Members’ Assessments and Retrospective Rating Plan Payment Plan Requests**

Conor Boughey reported that per the Financial Plan, ACCEL may issue an assessment invoice to any Member in an assessment position. Members that want to request a payment plan have until June 1st to submit the request. The Board will consider any requests to establish a payment plan at a Board Meeting prior to the June Board Meeting. The Board may not consider any proposed payment plan with a duration greater than three years and the plan shall include interest calculated at a reasonable rate established by the Board.

The Cities of Anaheim, Bakersfield, Ontario and Visalia have 2022 retro assessments and none of them want to take a payment plan.

**E4d. ACCEL Negative Net Position Surcharge**

This item was tabled for discussion for the October 2022 Long Range Planning and Board Meeting when the Board will know more about its net position because that is when the Financial Audit as of June 30, 2022 will be completed.

There was no reportable action that took place.



## **E5. Optional Excess Workers' Compensation Program Renewal**

Conor Boughey explained that eleven of the thirteen ACCEL Members participate in the Excess Workers' Compensation (EWC) Program through PRISM. A payroll and premium summary of the current year and next year was included in the agenda packet.

Members appreciated the quarterly estimates that the Program Administrators distribute from PRISM.

No reportable action took place.

## **E6. 3 Year Cost Projection Letters and Members Webinar**

Conor Boughey reminded the Board that it requested the Program Administrators draft another 3 year cost projection letter similar to the one issued in 2020, without the negative net position surcharge. Included in the agenda packet was a letter for each Member.

Direction was given to the Program Administrators to provide revised 3 year letters to include the ACCEL Administrative Budget in the FY 22/23 costs.

The Program Administrators will record a presentation that is less than one hour about ACCEL's current state and distribute to the Board Members so they can provide to the Finance Directors.

## **E7. 2022 Long Range Planning**

The Long Range Planning (LRP) is scheduled to be held in Santa Barbara on Thursday, October 13, 2022 all day. The City of Santa Barbara has offered ACCEL to utilize a meeting room at City Hall.

The Board gave direction to the Program Administrators to work with President on the hotel room block contract. If the Program Administrators are not able to secure a room block in Santa Barbara, the backup location is San Francisco.

Conor Boughey asked the Board if there was anything it would like to add to the Long Range Planning list of topics included in the agenda packet.

Mark Howard will invite Fred Treffinger from PRISM so that the Board can learn more about the dashboard for benchmarking.

The Board requested a Financial Presentation about ACCEL's current state.



## **E8. CAJPA Accreditation Report**

Conor Boughey reminded the Board that ACCEL is a member of CAJPA (California Association of Joint Powers Authorities) and it goes through the accreditation process every three years to be sure it complies with CAJPA's standards for excellence.

The Program Administrators and Mark Howard, ACCEL's Vice President attended the May 17, 2022, CAJPA Accreditation Meeting via Zoom.

The Accreditation Committee has approved the Conditional Accreditation for Excellence pending ACCEL's completion of one requirement for Excellence and that is Objective 1, #16 regarding the nonclaim disputes provision implementation.

The Program Administrators will provide CAJPA an update that the Board adopted the Arbitration of Non-Coverage Disputes Policy and Procedure at today's meeting earlier on the agenda under Item No. D.3.a.

## **F. NEW BUSINESS**

### **F1. PRISM Presentation**

Gina Dean, PRISM presented to the Board about what PRISM is and the various resources and training it provides. ACCEL has been a Member of PRISM since 2002 through the Excess Workers' Compensation Program. She also walked through the effects of COVID-19 claims and reported that COVID-19 claims were aggregate under PRISM's reinsurance agreements with limits of \$50M as one occurrence in FY 19/20.

Members asked questions which were addressed.

### **F2. Approval of ACCEL's Declarations Page and Endorsement #2 – Reinstatement of Excess Aggregate Limits**

Conor Boughey reported that each year the Program Administrators present a draft form of the Declarations Page and a list of the Additional Named Covered Parties for the Board's approval.

For the July 1, 2021 renewal, the Board newly adopted Endorsement #2 – Reinstatement of Excess Aggregate Limits that that defines the aggregate treatment of ACCEL's retained layer. ACCEL's obligation is \$25,000,000.

A motion was made to approve the Declarations Page, list of Additional Named Covered Parties, and the Endorsement #2 – Reinstatement of Excess Aggregate Limits that states ACCEL's obligation is \$25,000,000 the July 1, 2022 renewal.





**MOTION:** Sandra Blanch

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

**F3. Miscellaneous Insurance Renewals:**

**F3a. Public Employee Dishonesty Insurance**

**F3b. Trustees Errors & Omissions Insurance**

**F3c. Alliant Deadly Weapon Response Program**

Conor Boughey presented the Public Employee Dishonesty, Trustees Errors & Omissions (E&O), and the Alliant Deadly Weapon Response Program (ADWRP) proposals for the July 1, 2022 renewal.

Conor explained that if a public employee were able to forge checks, commit wire fraud, or similar, the Public Employee Dishonesty coverage would respond and reimburse ACCEL for the loss, subject to policy provisions.

Conor reminded the Board that last year it increased its E&O limits from \$1,000,000 to \$2,000,000.

Conor explained that the intent of the ADWRP is to provide quick and effective access to counseling and crisis management services, while also providing insurance coverage for property damage and business interruption.

A motion was made to bind the proposals as presented.



**MOTION:** Mark Howard

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													

#### F4. Conflict of Interest Code – Biennial Review

Conor Boughey reported that ACCEL is required by the Fair Political Practices Commission (FPPC), as the code reviewing body for multi-county agencies to review its Conflict of Interest Code every two years and submit a Conflict of Interest Code Biennial Notice.

A motion was made to approve the submission of the Biennial Notice indicating that no changes are needed.

**MOTION:** Mark Howard

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													



### F5. Use of Electronic Communication for Board Packets

Conor Boughey stated that some Members have policies to not bring paper to their Cities and only use electronic communication for PowerPoints, presentation binders, Board agenda packets, etc. This means that everyone are on their laptops or tablets.

Conor announced that the Program Administrators will be posting the full agenda packets for the Board and Committee Meetings on the ACCEL Website in the Members’ Only section where a login is required, starting with today’s Board Meeting Agenda Packet going forward. The full agenda packets will continue to be sent to the full Board and Committee prior to the meeting via e-mail through a SendIt link.

Conor asked the Board if it still wants the Program Administrators to bring hard copies to meetings or if it prefers to be given all materials electronically.

The Board agreed that Members are responsible for printing out their own copies if they prefer paper.

### F6. Schedule of the Next Two Board of Directors Meetings

The October Long Range Planning (LRP) and Board Meeting will be held on October 12, 13, and 14, 2022 in Santa Barbara. The first day will start at 1 PM, the second day will start at 8:30 AM, and the last day will start at 8:30 AM unless otherwise stated. If the Program Administrators are not able to find a hotel in Santa Barbara at a reasonable rate, the backup location is San Francisco.

The proposed meeting dates are January 19 and 20, 2023 in Visalia. The meeting calendar will be presented at the October 2022 LRP and Board Meeting to discuss the meeting locations. ACCEL changed its locations schedule alternating between Visalia and Santa Barbara due to the COVID-19 pandemic because Members can drive to these locations.

**MOTION:** Jena Covey

**SECOND:** Tracey Matthews

**MOTION CARRIED**

	Tracey Matthews	Jena Covey	Betsy McClinton	Joe Rodriguez	Lane Hayes	Claudia Koob	Jeannette Chavez	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon	Oles Gordeev	Charlotte Dunn
Aye	X	X	X	X	X	X	X	X		X			X
Nay													
Abstain													



## **G. CORRESPONDENCE / INFORMATION**

**G1. Cyber Bulletin #3 March 2022: System Security Standards** – There was no discussion on this item.

**G2. Public Entity Liability Large Loss Reference – CA Only** – There was no discussion on this item.

### **G3. CAJPA Conference September 13-16, 2022 (2022 Preliminary Agenda)**

Conor Boughey reminded the Board that within ACCEL’s Administrative Budget is a budget for the President to attend CAJPA. Jena Covey, President offered her spot to Mark Howard, Vice President. Mark then offered his spot to Joe Rodriguez, City of Modesto.

## **H. PUBLIC COMMENTS**

There were no public comments.

## **ADJOURNMENT**

Jena Covey adjourned the meeting at 4:57 PM on Thursday, June 16, 2022.

Jena Covey adjourned the meeting at 11:47 AM PM on Friday, June 17, 2022.