



MINUTES OF THE ACCEL CLAIMS COMMITTEE TELECONFERENCE MEETING

Monday, November 20, 2017 at 10:30 AM

PRIMARY TELECONFERENCE LOCATION:

Alliant Insurance Services, Inc., 100 Pine St, 11th Fl, San Francisco, CA 94111

MEMBERS PRESENT:

- Dave Nunley, City of Anaheim
- Jena Covey, City of Bakersfield
- Beverly Jensen, City of Modesto (*joined the teleconference at 10:37 AM*)
- Deb Hossli, City of Santa Monica
- Charlotte Dunn, City of Visalia

MEMBERS ABSENT: None.

GUESTS AND CONSULTANTS:

- Michael Simmons, Alliant Insurance Services
- Conor Boughey, Alliant Insurance Services
- Lorissa Huey, Alliant Insurance Services
- Ken Maiolini, Risk Management Services (*left the teleconference at 11:16 AM*)

A. CALL TO ORDER

Deb Hossli called the meeting to order at 10:30 AM.

B. Consent Calendar

B1. Approval of Minutes for the September 27, 2017 Claims Committee Meeting

A motion was made to approve the consent calendar.

MOTION: Charlotte Dunn **SECOND:** Jena Covey **MOTION CARRIED**

	Dave Nunley	Jena Covey	Beverly Jensen	Deb Hossli	Charlotte Dunn
Aye	X	X		X	X
Nay					
Abstain					



C. General Risk Management Issues – None.

D. REPORTS

D1. Claims Committee’s Report

D1a. Closed Session – Pursuant to Gov’t Code 54956.95

A motion was made to enter into Closed Session at 10:37 AM.

MOTION: Dave Nunley **SECOND:** Jena Covey **MOTION CARRIED**

	Dave Nunley	Jena Covey	Beverly Jensen	Deb Hossli	Charlotte Dunn
Aye	X	X	X	X	X
Nay					
Abstain					

A motion was made to come out of Closed Session at 11:16 AM.

MOTION: Beverly Jensen **SECOND:** Dave Nunley **MOTION CARRIED**

	Dave Nunley	Jena Covey	Beverly Jensen	Deb Hossli	Charlotte Dunn
Aye	X	X	X	X	X
Nay					
Abstain					

The Committee provided the Liability Claims Administrator with direction on Watch List content. Also, to keep all the Watch List Items even if there is no change to include in the Write Up that is distributed at each Board Meeting so it does not fall off the radar.



D1b. Claims Auditor Request for Proposal (RFP)

Deb Hossli reported that after the October 2017 Board Meeting, the Program Administrators reviewed the governing documents (JPA Agreement, Bylaws and Claims Handling Policy) and found that all documents reference an annual claims audit of all members. The RFP in the Agenda Packet was revised to 50% or 50 claims to be audited at 7 agencies, and 35% or 35 claims to be audited at 5 agencies.

A motion was made to recommend to the Board at the December 2017 Board Meeting to accept the updated RFP subject to filling in the RFP Timetable, Risk Management Information System, and correcting the typo on page 13 of the RFP.

MOTION: Dave Nunley **SECOND:** Beverly Jensen **MOTION CARRIED**

	Dave Nunley	Irena Covey	Beverly Jensen	Deb Hossli	Charlotte Dunn
Aye	X	X	X	X	X
Nay					
Abstain					

E. CORRESPONDENCE / INFORMATION - None.

F. PUBLIC COMMENTS - No Public Comments were made.

ADJOURNMENT

Deb Hossli adjourned the meeting at 11:24 AM.