

**MINUTES OF THE  
ACCEL BOARD OF DIRECTORS MEETING  
THURSDAY, MARCH 7, 2002, 1:00 PM  
TELECONFERENCE**

**MEMBERS PRESENT**

Gordon Johnson, City of Ontario  
Mary Sue Baker, City of Monterey  
Charlotte Dunn, City of Visalia  
Patrick Flaherty, City of Bakersfield  
Sandra Blanch, City of Palo Alto  
Erwin Young, City of Santa Cruz  
Brad Landreth, City of Santa Barbara  
Ben Bankard, City of Modesto  
Tom Phillips, City of Santa Monica  
Tom Vance, City of Anaheim

**GUESTS AND CONSULTANTS**

Jim Patricola, City of Burbank  
Beverly Jensen, City of Mountain View  
Craig Schweikhard, Carl Warren & Company  
Janelle Tsujiuchi, Driver Alliant Insurance Services  
Mike Simmons, Driver Alliant Insurance Services

**A. CALL TO ORDER**

President Tom Vance called the meeting to order at 1:00 p.m.

**B. Claims Committee**

The ACCEL Board of Directors entered into Closed Session pursuant to Government Section Code 54956.95.

A motion was made to go into Closed Session at 1:00 p.m.

**MOTION:** Mary Sue Baker                    **SECOND:** Ben Bankard                    **MOTION CARRIED**

A motion was made to reconvene from Closed Session at 1:19 p.m.

**MOTION:** Tom Vance                    **SECOND:** Sandra Blanch                    **MOTION CARRIED**

Claims Committee Chair Mary Sue Baker reported that the watch list and Palo Alto Claims Audit were reviewed by the Board and no action was taken.

## **B. CONSENT CALENDAR**

### **B1. Approval of Minutes – December 6<sup>th</sup> and 7<sup>th</sup>, 2001 Board of Directors Meeting**

A motion was made to approve the minutes as presented, with the following corrections to be made:

- Agenda Page 4: Correct the word “failure”, as it was misspelled;
- Agenda Page 4: First bullet “Staff should make the Claims....”, the word “should” is to be replaced with “will”;
- Agenda Page 4: Third bullet “What if ACCEL is not successful....”, is to be replaced with “What if the Third Party Administrator is not successful....”;
- Agenda Page 4: Sixth bullet “Carl Warren to approach Claims Committee....” is to be replaced with “Carl Warren is to approach Claims Committee Chair and President when time is of the essence....”
- Agenda Page 6: First paragraph : Tom Phillips indicated that he had to desire to leave....” Is to be replaced with “Tom Phillips indicated that he had no desire to leave....”.

**MOTION:** Mary Sue Baker

**SECOND:** Tom Phillips

**MOTION CARRIED**

## **C. REPORTS**

**C1. President’s** - None.

**C2. Claims Committee’s**

**C2c. Claims Auditor/Consultant Contract**

There was no discussion on this item.

**C3. Financial and Treasurer’s**

Treasurer Patrick Flaherty reported on all financial reports.

Item C3c2, the Estimated Earnings Reports are correct with exception of the Summary Page. These items will be corrected and included in the next agenda for approval at that time.

Item C3d1, Financial Statements, it was requested that the Treasurer add a second column to this report which will show a Year to Date comparison of the prior year.

A motion was made to accept and file financial reports C3a, C3b, C3c, C3d and C3e.

**MOTION:** Charlotte Dunn                    **SECOND:** Tom Phillips

Mike Simmons mentioned that action should not be taken on the Estimated Earnings Report until the Summary Pages are corrected and included in the following Board of Directors Meeting agenda packet.

**MOTION AMENDED**

A motion was made to accept items C3a, C3b, C3d and C3e.

**MOTION:** Charlotte Dunn                    **SECOND:** Sandra Blanch                    **MOTION CARRIED**

**C3f.      *Approval of Financial Audit Services Agreement for FY 2001/2002.***

A motion was made to approve the Brown Armstrong Proposal to renew their services for the term 2002 at an annual cost of \$13,000 plus an additional \$4,000 for supplemental schedules for a total of \$17,000.

**MOTION:** Mary Sue Baker                    **SECOND:** Tom Phillips                    **MOTION CARRIED**

**C4.      *Program Administrator's***

**C4a.      *ACCEL FY 2002/2003 Service Calendar***

This item was reviewed and it was requested that the Program Administrators have this added to the ACCEL Website. There was no action taken.

**C4b.      *Coverage Comparison as Respects Other Insurance and Multiple Occurrences***

This item is to be revisited at the September 2002 Meeting. The Underwriting Committee will meet prior to the meeting to discuss.

**C4c.      *Account Time Tracking***

This item was reviewed and no action was taken.

**D.      UNFINISHED BUSINESS**

**D1.      *Potential Self Funded \$500,000 Pool Layer Concept***

This item is to be revisited at the September 2002 Meeting.

**D2.      *ACCEL Pool Membership Marketing***

This was a carry-over item from the Strategic Planning Session in December. There were discussions of approaching the City of Fremont.

**E. NEW BUSINESS**

***E1. Continuation of the ACCEL \$0.60 Pool Deposit Rate***

This was a carry-over item from the Strategic Planning Session in December. There was no action taken on this item.

***E2. Next Two Meetings Schedule***

With respect to the April Board Meeting in the City of Monterey, the Program Administrators were directed to make hotel room reservations at the Doubletree Hotel at a room rate of \$145. Other information on the meeting will be forwarded to members shortly.

**F. CORRESPONDENCE**

There was no discussion of these items.

**G. PUBLIC COMMENTS**

None.

There was a motion to adjourn the meeting.

**MOTION:** Brad Landreth      **SECOND:** Sandra Blanch      **MOTION CARRIED**

The meeting was adjourned at 3.07 p.m.