



**MINUTES OF THE
ACCEL UNDERWRITING COMMITTEE
MEETING**

Wednesday, December 15, 2021 at 11:00 AM

**LOCATION:
Teleconference**

Link: <https://alliantinsurance.zoom.us/j/99261689133?pwd=QVVZVFNkQ2tmRmZZeEN4Sk5PNlVSZz09>

Dial: (669) 900-6833

Meeting ID: 992 6168 9133

Passcode: 449262

MEMBERS PRESENT:

Tracey Matthews, City of Anaheim
Jena Covey, City of Bakersfield
Sandra Blanch, City of Palo Alto
Rhonda Combs, City of Salinas (*joined at 11:05 AM*)
Mark Howard, City of Santa Barbara
Ross Brandon, City of Santa Cruz

MEMBERS ABSENT: None

GUESTS AND CONSULTANTS:

Conor Boughey, Alliant Insurance Services
Marcus Beverly, Alliant Insurance Services
Lorissa Huey, Alliant Insurance Services

A. CALL TO ORDER

Mark Howard called the meeting to order at 11:01 AM.

B. Consent Calendar

B1. Approval of Minutes for the November 8, 2021 Underwriting Committee Meeting

A motion was made to approve the consent calendar.



MOTION: Jena Covey **SECOND:** Tracey Matthews **MOTION CARRIED**

	Tracey Matthews	Jena Covey	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon
Aye	X	X	X		X	X
Nay						
Abstain						

C. REPORTS

C1. Underwriting Committee’s Report

C1a. Proposed Changes to ACCEL’s Bylaws – Continued

Conor Boughey reminded the Committee that it previously met on November 8, 2021 to discuss proposed changes to the ACCEL Bylaws. The purpose of this meeting was to continue discussing proposed changes to Article I – Definitions and Article XI – Settlement of Claims.

The Committee agreed to delete the existing definitions of “Retained Limit” and “Aggregate Limit” and move them to the Memorandum of Coverage. Also, the Committee recommended adding three new definitions, which are, 1) “Authority”, 2) “Board” or “Board of Directors”, and 3) “Full Board.”

A motion was made to instruct the Program Administrators to send out the 30 days Notice Letter to the Board on December 17, 2021 and to recommend to the Board to adopt the proposed changes at the January 20 and 21, 2022 Board Meeting.

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

	Tracey Matthews	Jena Covey	Sandra Blanch	Rhonda Combs	Mark Howard	Ross Brandon
Aye	X	X	X	X	X	X
Nay						
Abstain						



C1b. ACCEL 2021-22 \$4M excess \$1M Memorandum of Coverage (MOC) Proposed Changes:

C1b1. Aggregate Limit Definition

C1b2. Claims Reporting Requirements

Conor Boughey reported that the ACCEL Bylaws defines “Aggregate Limit” and that this coverage language is more appropriate to be in the Memorandum of Coverage (MOC) instead. Also, Conor stated that the MOC’s claims reporting requirements needed to be updated. He walked through the redlined changes to the MOC as shown in the agenda packet.

Direction was given to the Program Administrators to make the changes as discussed during the meeting. The Underwriting Chair, Mark Howard will discuss the proposed changes with the Board at the January 2022 Board Meeting.

C1c. ACCEL’s \$4M excess \$1M and \$5M excess \$5M Memorandum of Coverage (MOC) Forms Comparison

Conor Boughey reported that at the October 2021 Board Meeting, the Board requested the Program Administrators conduct a forms comparison of the ACCEL \$4M excess \$1M MOC to the \$5M excess \$5M MOC, which is the ANML policy. Included in the agenda packet was a review of each MOC’s language with notations for items of particular interest.

Direction was given to the Program Administrators to place this on the ACCEL Website under the Coverage Section, add to the ACCEL New Member Orientation Binder, and agendaize for the January 2022 Board Meeting.

Mark Howard thanked the Program Administrators for their work on this project.

No reportable action took place.

D. PUBLIC COMMENTS - No public comments were made.

ADJOURNMENT

Mark Howard adjourned the meeting at 12:09 PM.