

**MINUTES OF THE  
ACCEL BOARD OF DIRECTORS  
MODESTO, CA  
THURSDAY, OCTOBER 6, 2005, 11:00 A.M.**

**MEMBERS PRESENT**

Mary Akin, City of Modesto  
Sandra Blanch, City of Palo Alto  
Charlotte Dunn, City of Visalia  
Patrick Flaherty, City of Bakersfield  
Sherrell Freeman, City of Monterey  
Ann Garcia, City of Ontario  
Jim Patricola, City of Burbank  
Tom Phillips, City of Santa Monica  
Tom Vance, City of Anaheim

**GUESTS AND CONSULTANTS**

Keyan Aghili, Carl Warren & Company  
Janelle Aldea, Driver Alliant Insurance Services  
Dan Howell, Driver Alliant Insurance Services  
Chris Hunt, Carl Warren & Company  
David Rawe, City of Modesto  
Mike Simmons, Driver Alliant Insurance Services

**MEMBERS ABSENT**

Jack Hain, City of Santa Cruz  
Brad Landreth, City of Santa Barbara  
Robert Locke, City of Mountain View

**A. CALL TO ORDER**

President Tom Vance called the meeting to order at 11:31 a.m. Mary Akin introduced the City of Modesto's new Assistant Risk Manager, David Ross. Everyone welcomed David and introduced themselves.

Since Leo Heyenrath was not in attendance to present the Liability Claims Audit, members agreed to discuss this item before the Strategic Planning Session. Please refer to Item D2b of these Minutes.

**B. STRATEGIC PLANNING SESSION AGENDA**

## **A. Administration**

### **A1. Introduction to Strategic Planning**

Tom Vance welcomed members to this year's strategic planning session and asked for members to review the Topics on the agenda. Tom reminded members that the Strategic Planning Session is held every other year to maintain compliance with CAJPA Accreditation standards. Mike Simmons added that the items on the agenda did not have to be discussed in chronological order and members may want to consider discussing the items in the order importance.

### **A2. Investment Management Services**

Tom Vance mentioned that ACCEL has always managed their investments with a member city. Currently the investments are managed with the City of Monterey. The last Request for Proposal was done in 1997 where only member cities were solicited. For the past year, members have been considering looking into investment services from a professional investment firm. Mike Simmons mentioned that Liquid Asset Management, PRM and Chandler Asset Management are the leading public entity investment management firms today.

Tom Vance asked a show of hands which members were interested in looking into an outside professional investment firm. More than half of the members expressed their interest in looking into this. Members then discussed different approaches to consider:

- Send out a formal Request for Proposal of investment management services;
- Speak to an investment management firm or professional to provide investment advice to put together a specific Request for Proposal to submit professional investment firms;
- Mike Simmons recommended inviting a gentleman from Boise to come in to do a presentation, if the Board wanted to hear general information on investments. Mike mentioned that this gentleman manages the investments for the Nevada Pool, LiCON and is interested in presenting information to ACCEL.
- Invite a selected list of investment management firms to attend a future board meeting to present a strategy;
- Invite Member Cities' Finance Directors to attend the meeting.

The Program Administrators were directed to develop a draft conceptual Request for Proposal by October 31, 2005. The proposal will ask each qualifying firm what they would do with ACCEL's portfolio. The draft proposal will be sent to Treasurer Patrick Flaherty and President Tom Vance for review, along with a list of qualified investment firms to solicit proposals from. The conceptual proposal may be sent to all members for input.

Mike Simmons encouraged members to communicate with their finance people to see if they would like to recommend an investment firm to solicit proposals from. Mike referred to the recent Report of Investments in the agenda. Mike mentioned that if members were considering giving a portion of their portfolio to an investment firm to invest, they would need to give direction to the City of Monterey to make monies available. This would enable ACCEL to give investment firms a dollar amount of what they potentially have to work with.

The City of Monterey will need to be formally informed by ACCEL on what action to take on the upcoming investment to be sure there are funds readily available in the event that ACCEL hires a professional investment firm in 2006. After a review of the recent investment reports in the agenda, and taking the timing of the upcoming Board Meetings into consideration, it was determined that the most ACCEL would be able to give to an investment firm is about \$3,000,000.

A motion was made to request the City of Monterey to move any investment items maturing between now and January 1, 2006 into either LAIF or short term instruments that will mature on or around August 1, 2006.

**MOTION:** Charlotte Dunn                      **SECOND:** Mary Akin                      **MOTION CARRIED**

It was also agreed that currently ACCEL's desire is to keep the remaining funds with a Member City, and not the entire portfolio to an outside investment firm.

### **A3. Estimated Earnings Report Database**

The Program Administrators reminded members that the Estimated Earnings Report is maintained in an old Word Perfect Office Product called Quattro Pro. Due to the file size, the spreadsheet needs to be converted to a database program. Janelle Aldea referred members to the quotations received by two programmers, Randy Ly and Robert Magnussun. Both programmers estimate the first phase of the project to take about 200 hours. Randy's rate is \$55 per hour, while Robert's is \$95 per hour.

The Board asked if the Program Administrators have any input or background on the programmers. Dan Howell replied that Robert Magnussun has completed database projects for CSRMA and although he operates overseas, Robert is very knowledgeable and qualified to complete this project by the target deadline. Janelle Aldea replied that Randy Ly was a team member of the group who created the Certificate Program database, and is the one who independently developed and still maintains the ACCEL Retrospective Rating Program. Randy Ly works in the San Francisco Bay Area.

A motion was made to approve the proposal from Randy Ly, subject to the Program Administrators to negotiate a "not-to-exceed" amount in order to budget accordingly.

**MOTION:** Sherrell Freeman                      **SECOND:** Mary Akin                      **MOTION CARRIED**

#### **A4. ACCEL Newsletter**

ACCEL used to publish an annual newsletter which was discontinued in 1998. Members revisited the idea at the April Board Meeting. Program Administrators included a copy of previous ACCEL newsletters, along with recent newsletters from other JPAs. Members discussed that they would like to have a newsletter produced again either posted to the ACCEL website for public access, or a newsletter very similar to what was published 8 years ago.

Mike Simmons reminded members that last year he developed a letter for Mary Akin to pass along to her finance people explaining the fundamentals of ACCEL. The Program Administrators were directed to produce the finance letter for each member, and an annual newsletter (similar to what was published 8 years ago), to be distributed at the beginning of the year in January. The newsletter should also be made accessible from the ACCEL website.

#### **A5. Status of the Insurance Marketplace**

Dan Howell presented the insurance marketplace report on handwritten page 59. Dan Howell mentioned that next year, a liability actuarial study will be conducted using loss data as of December 31. The Program Administrators were asked if they knew what AIG's position would be next year for the excess liability renewal. Dan Howell replied that he could not predict what they would be able to offer, but to be prepared, if needed, to be self insured at \$9,000,000 excess \$1,000,000.

Members expressed that they would like an indication of what their FY 2006/2007 deposit rate may be. Dan Howell reminded members that ACCEL hasn't raised the rate in more than 10 years and that actuarially, their rate should have been raised 2 years ago. Dan mentioned that if loss data doesn't improve, ACCEL should be prepared to increase their liability program rate to \$0.75 or even \$0.90 per \$100 of payroll. Dan also mentioned that this program rate would not include administrative costs or optional excess liability premiums. Mike Simmons added members should be budgeting at least \$1 per \$100 of payroll for their liability program premiums for next year.

Dan Howell continued to review the marketplace report with members:

- **Earthquake** - Members who purchase earthquake insurance may see a flat renewal, however, with tier 1 wind and catastrophic rates, earthquake premiums may increase 10% – 15%.
- **Property** - Members who participate in PEPiP may see a slight increase, but the Program Administrators will know more after the January 1 treaties renew.
- **Liability** - The recent hurricane catastrophes do not directly impact the liability marketplace. Insureds may start to see pricing on liability programs slowly flatten out. Actuarial numbers are increasing in the primary layers.

- **Excess Workers' Compensation** – Rates are expected to remain stable, or slightly decrease due to claims trending. The attraction of more markets will create competitive pressure. Where insureds attach their self insured retention is not as aggressive due to police and fire exposures.

## **B. ACCEL Liability Program**

### **B1. Incidental Medical Professional Liability - Draft Questionnaire**

The Program Administrators prepared a draft questionnaire for members, advising them that C.V. Starr is requesting additional information from ACCEL members regarding physical therapist type services or mental health counseling. Dan Howell said that the questionnaire relates to the description other professional services nature outlined in the C.V. Starr policy form. The underwriters at C.V. Starr may agree that physical therapy done at member cities' are insurable, but they wanted to know how much ACCEL has in exposures.

The Program Administrators were directed to send out the questionnaire in electronic form. Dan Howell replied that we would need the responses no later than three weeks in order to prepare a response by the December Board Meeting.

### **B2. Claims Reporting Requirements**

Mary Akin spoke in Brad Landreth's absence to provide a verbal report from the Claims Committee from their September Claims Committee Teleconference. Mary reported that the Claims Committee discussed AIG's concern about recent claims development, and the timeliness of claims reporting. Action was taken by the Claims Committee to have this discussion at today's strategic planning session on how to better improve claims reporting, and most importantly, that these recent reports go to the heart of ACCEL's long term relationship with AIG and the confidence and trust needed to keep going forward.

Members discussed the Claims Committees discussion of developing best practices, which may tighten up claims reporting practices. Mike Simmons mentioned that on November 16<sup>th</sup>, AIG representatives will have a tour of the City of Palo Alto's Police Department. This will give AIG the opportunity to speak directly to their police chief and discuss training. The next tour set up is with a sewer plant.

Dan Howell mentioned that the website would include claims reporting information and policy information. Also as part of Leo Heyenrath's audit process, Leo will be requesting from members a list of their employment action cases by having those cases verified in writing by their Human Resources department to ensure these cases are being properly reported.

Direction was given to the Program Administrators:

- The Program Administrators were directed to assist the Claims Committee to draft up a "best practices" document and continue to develop this over the next year;

- The Program Administrators were directed to put claims reporting information on the ACCEL website, and to include a listing of each year’s reporting requirements along with policy information;
- The Program Administrators were directed to prepare the amendment to the Administrative Policy & Procedure – Occurrence/Claims Reporting and Handling Policy to include under “**Occurrences/Claims To Be Reported To ACCEL**” – Any demand over \$250,000, and any Employment Practices Liability law suits.

It was suggested that the Program Administrators try to meet with AIG to inform them of ACCEL’s actions they will be taking to improve claims reporting, by perhaps inviting them to the December Board Meeting or sometime after the first of January when they renew their treaties.

### **B3. Employment Practices Claims Reporting**

This was discussed in item B2.

### **B4. Retrospective Rating Formula**

Tom Phillips added this item to the agenda for reassurance that the retrospective rating formula is working. Of concern are the recent numbers that were approved at the last Board Meeting in June. For example, comparing the City of Santa Monica and Anaheim, ACCEL’s largest members. Tom Phillips notes that there seems to be significant changes in the percentages share of losses for Santa Monica.

Mike Simmons mentioned that the retrospective rating data that is input in to the database includes loss information from the claims audit to be sure members are not over reporting while others under reporting. Mike pointed out that the retrospective rating program “self-corrects”, meaning, if by change the Program Administrators have made a data error one year, it would be caught the next year.

Members’ concern was the accuracy of the liability claims audit, and if closed claims drop off a loss run, would those mistakes be also noticed. Mike Simmons replied that as part of Leo Heyenrath’s audit process, he has to audit the loss run data extracted from the retrospective rating program database. This process is usually done around February, after most of the input is done by the Program Administrators. This issue will be revisited at that time.

### **B5. Tort Reform**

There was no discussion on this item.

### **B6. Change in Members’ Risk Profile**

There was no discussion on this item.

## **B7. Membership Recap Sheet**

Mike Simmons referred members to handwritten page 159 of the agenda. This recap sheet was requested by members at the April Board meeting and was included in draft form at today's meeting. Members were pleased with the document and believe it captures the value of ACCEL.

## **B8. Liability Memorandum of Coverage**

Members did not have any changes to the Memorandum of Coverage. There was no further discussion on this item.

## **B9. Potential Members**

Tom Vance reminded members two years ago that they held an ACCEL orientation at the February Board Meeting during the PARMA Conference and invited some representatives of cities that fit the underwriting profile. Tom asked if members believe they have an opportunity to recruit ACCEL Potential members to contact the Program Administrators and/or the Members of the Underwriting Committee.

## **C. Workers' Compensation Optional Program**

### **C1a. Restructure Update**

The Program Administrators included copies of the recent articles from the CSAC website to keep members updated with the restructure process. There was no further discussion on this item.

### **C1b. Loss Prevention Subsidy**

Since becoming a member of CPEIA EWC Program in July of 2002, ACCEL has accumulated \$3,500 in Loss Prevention Subsidies. The purpose of the subsidy, created by CPEIA, was to help members offset loss prevention related costs. Members discussed how apply this subsidy to loss control costs. Members decided to either split the costs equally among the ACCEL workers' compensation program participants, or host meeting such as a one-day event, with loss control personnel.

### **C1c. CAJPA Accreditation Premium Discount**

ACCEL EWC Members received a \$7,500 credit from the EIA due to the newly adopted EIA Policy Statement which allows JPAs a premium discount for being accredited with excellence through the California Association of Joint Powers Authorities (CAJPA). Members decided to keep these funds in the Administrative Budget for costs relating to CAJPA such as members fees or agreed CAJPA travel to conferences.

#### **D. Setting Goals for the Next One to Three Years**

Tom Vance asked members to express what goals they have for ACCEL.

- Tom Vance – To stabilize a relationship with an excess insurance carrier and/or continue to have the option to buy excess liability limits;
- Tom Phillips – To add one medium sized quality member city to the pool;
- Ann Garcia - Explore options of a workers' compensation pool or develop alternatives to purchasing;
- Patrick Flaherty – Receiving the Financial Audit on schedule;
- Sherrell Freeman - Find a way to stabilize liability pool rate; This goal led to the discussion of directing the actuary at next year's actuarial process to have them include projected rates for 2, 3, and 4 years out (FY 2007, 2008 and 2009).
- Charlotte Dunn - Identify process and internal comfort in claims reporting.

Tom Vance said these were good goals and as a group will work towards them.

#### **E. Appendix Items**

There was no discussion on these items

The meeting was adjourned at 5:00 p.m. and will reconvene at 8:30 a.m. tomorrow morning.

*(CONTINUED)*  
**MINUTES OF THE  
ACCEL BOARD OF DIRECTORS  
MODESTO, CA  
FRIDAY, OCTOBER 7, 2005, 8:30 A.M.**

**MEMBERS PRESENT**

Mary Akin, City of Modesto  
Sandra Blanch, City of Palo Alto  
Charlotte Dunn, City of Visalia  
Patrick Flaherty, City of Bakersfield  
Sherrell Freeman, City of Monterey  
Ann Garcia, City of Ontario  
Jim Patricola, City of Burbank  
Tom Phillips, City of Santa Monica  
Tom Vance, City of Anaheim

**GUESTS AND CONSULTANTS**

Keyan Aghili, Carl Warren & Company  
Janelle Aldea, Driver Alliant Insurance Services  
Chris Hunt, Carl Warren & Company  
Ryan Nielson, Brown Armstrong (via teleconference)  
Mike Simmons, Driver Alliant Insurance Services

**MEMBERS ABSENT**

Jack Hain, City of Santa Cruz  
Brad Landreth, City of Santa Barbara  
Robert Locke, City of Mountain View

President Tom Vance reconvened the meeting at 8:31 a.m.

**C1. Approval of Minutes – June 23 and 24, 2005 Board of Directors Meeting**

A motion was made to approve the minutes as submitted with no changes.

**MOTION:** Sherrell Freeman      **SECOND:** Jim Patricola      **MOTION CARRIED**

**D. REPORTS**

**D1. PRESIDENT'S REPORT**

**D1a. Resolution 05/06-01 – Recognizing the Contributions of Tom Phillips**

A motion was made to formally recognize Tom Phillips for his services as ACCEL President for and adopt Resolution 05/06-01.

**MOTION:** Tom Vance                      **SECOND:** Mary Akin                      **ABSTAIN:** Tom Phillips

**MOTION CARRIED**

**D1b. Resolution 05/06-02 – Recognizing the Contributions of Erwin Young**

A motion was made to formally recognize Erwin Young for his representation on the ACCEL Board of Directors and adopt Resolution 05/06-02.

**MOTION:** Jim Patricola                      **SECOND:** Mary Akin                      **MOTION CARRIED**

The Program Administrators were directed to route the Resolutions to be signed, framed and mailed to Tom Phillips and Erwin Young.

**D2. CLAIMS COMMITTEE’S REPORT**

**D2a. The ACCEL Board of Directors entered into Closed Session pursuant to Government Section Code 54956.95.**

A motion was made to enter into closed session at 8:42 p.m. pursuant to Government Section Code 54956.95.

**MOTION:** Sherrell Freeman                      **SECOND:** Ann Garcia                      **MOTION CARRIED**

A motion was made to come out of closed session at 9:51 a.m.

**MOTION:** Patrick Flaherty                      **SECOND:** Sandra Blanch                      **MOTION CARRIED**

Claims Committee Member, Mary Akin reported that there was no action taken during Closed Session.

**D2b. Liability Claims Audit**

Leo Heyenrath was not in attendance, but members discussed the draft report provided. Members suggested either to have Leo attend the December Board Meeting via telephone to present his report, or request him to respond to any issues in writing.

Tom Vance referred to the General and Auto Liability Claims Administration Audit, the document outlining the summary, conclusions, and analysis.

On Page 10, B. Conclusions, Leo's notes concluded that he is concerned with the non-reporting, or lack thereof, by in-house council to the risk management departments of 4 member cities. Mary Akin spoke on behalf of Brad Landreth who was absent at today's meeting to report on the outcome of the Claims Committee meeting that was held on September 8<sup>th</sup>, 2005. Timeliness of claims reporting was one of main items of discussion. Tom Vance agreed that this is an important discussion, and it will take place during the Strategic Planning Session.

Continuing on Page 10, Leo's notes indicated that the claims administration, as provided by the member cities and/or their claims administrator is excellent, overall. Tom Vance felt that Leo didn't provide enough detail on his conclusion of services provided by Carl Warren & Company. Tom expressed that he is very pleased with Keyan Aghili's work on ACCEL's claims. Comments from other board members included that Yani puts together great summary notes on his cases and provides excellent advice when called upon. Yani is very diligent and promptly responds to email and phone calls.

These comments led to a discussion of Carl Warren & Company's contract, which was just renewed effective July 1, 2005 to 2008. Their contract is reviewed on an annual basis to determine the anniversary fee, usually in April before the next fiscal year starts. Mike Simmons suggested that the Board request Carl Warren's proposal by the next meeting in December.

The Program Administrators were asked to assist Brad Landreth, Claims Committee Chair, to communicate with Carl Warren to request their anniversary fee proposal by the December Board Meeting for discussion.

A motion was made to file and receive the 2005 Liability Claims Audit.

**MOTION:** Jim Patricola

**SECOND:** Ann Garcia

**MOTION CARRIED**

**D2c. Claims Reporting to PERI (Public Entity Risk Institute)**

There was no discussion on this item and no action was taken.

**D3. FINANCIAL AND TREASURER'S REPORT**

Treasurer Patrick Flaherty reporting the following financial reports.

**D3a. Ratification of Disbursements for Months ending May 31, 2005, June 30, 2005, July 31, 2005 and August 31, 2005**

Program Administrators were asked to amend the bottom of handwritten page 17 to read as "CAJPA Registration, Fall Conference, ACCEL President". Tom Vance also requested that all financial reports include a footnote indicating the source, similar to how the Investment Reports show City of Monterey as the source of the document. Patrick Flaherty noted that although the Investment Reports indicate approximately a \$2 million increase in July, this increase was not noted in the Ratification of Disbursements because the deposits received from members were immediately sent to investments, versus passing through the administrative checking account.

**D3b. Report of Investments – Pursuant to Government Section Code 53646(b)(1) for Months ending May 31, 2005, June 30, 2005, July 31, 2005 and August 31, 2005**

Patrick Flaherty noted that there was an increase in investments due to the increase of pool deposits kept in ACCEL due to increased risk sharing. Patrick added that ACCEL collected roughly \$5 million in deposit premiums, and less than half was used to pay the commercial insurance costs, funding a little over \$3 million at the beginning of the fiscal year.

A motion was made to file and accept agenda items D3a and D3b.

**MOTION:** Mary Akin                      **SECOND:** Sandra Blanch                      **MOTION CARRIED**

**D3c. Estimated Earnings Report as of June 30, 2005**

There was not discussion on this item.

**D3d. Financial Statement Ending June 30, 2005**

Patrick Flaherty referred members to the Profit & Loss Previous Year Comparison report on handwritten page 54. Patrick noted that there was a decrease in retrospective refunds paid, a \$4.6 million reduction from the prior year. Patrick added that claims expenses significantly reduced from \$3,076,017 to roughly \$44,413. Claims expenses include claimant payments, attorney legal fees and special handling fees.

A motion was made to file and accept agenda items D3c and D3d.

**MOTION:** Sherrell Freeman                      **SECOND:** Jim Patricola                      **MOTION CARRIED**

**D3e. Administrative Budget – Final 2004/2005 and Budget to Date for FY 2005-2006**

There was no discussion on this item.

**D3f. Financial Audit as of June 30, 2005**

Ryan Nielsen from Brown Armstrong attended the meeting via teleconference to present the draft Financial Audit for fiscal year ending June 30, 2005. Ryan walked members through the report starting from page 1. Pages 4 through 7 were the Management Discussion & Analysis that needs to be completed by the Program Administrators. Janelle Aldea mentioned that she will work with Linh Chau (the Bookkeeper) and Patrick Flaherty in getting this completed first thing next week to get this to the auditor.

Ryan continued his report and referred members to the Balance Sheet on page 8 showing the Authority's total liabilities and net assets of roughly \$21 million. Page 9 shows net assets of \$66,631, which is continuing to reach the goal of \$100,000 in contingency reserve. Revenues for FY 2004/2005 included a retro assessment of \$444,066, which were received by Burbank and

Gardena collectively. Investment Income increased almost 200% due to increased interest rates and also is reflective of the unexpected losses last fiscal year.

Ryan mentioned that there is still an issue of posting entries in the accounting software. Ryan added that this is one of the main items that the bookkeeper should be taken care of at the beginning of the fiscal year. These entries affect the retrospective liability adjustments in the books. Mike Simmons told Ryan that in about two to three weeks, he will set up a conference call to include Linh Chau and Patrick Flaherty to discuss how to resolve this issue to avoid future problems. Ryan agreed that this would be extremely helpful for next year's audit process.

The supplemental schedules are incomplete and Ryan mentioned that he should have it done within a week after receiving the MD&A report from the Program Administrators. Tom Vance mentioned that their finance people are expecting the audit very soon and hope Brown Armstrong will be able to meet this deadline.

Ryan left the meeting at 11:34 a.m.

A motion was made to accept the audit subject to revision to notes with no material change to report.

**MOTION:** Jim Patricola

**SECOND:** Tom Phillips

**MOTION CARRIED**

#### **D4. PROGRAM ADMINISTRATOR'S REPORT**

##### **D4a. Account Time Tracking**

Mike Simmons referred members to hand written page 59 of the agenda. Mike pointed out that hours increased 7% overall.

#### **D5. UNDERWRITING COMMITTEE'S REPORT**

There were no items to report from the Underwriting Committee.

#### **E. UNFINISHED BUSINESS**

There were no unfinished items to discuss.

#### **F. NEW BUSINESS**

##### **F1. Next Two Meetings Schedule**

The next meeting of the Board of Directors will be held in the City of Burbank. Program Administrators will be sending information for the December Board meeting soon. Members expressed their interest to Jim Patricola in attending a Warner Brothers Studio tour the morning of the Thursday meeting. Members would like to see a possibility of touring at 10 o'clock in the morning, or at noon. Jim will provide a status shortly on the information for this tour.

**F2. 2006 Proposed Calendar of Meetings**

After a discussion, members approved the following meeting dates for 2006:

<b>LOCATION</b>	<b>DATE(S)</b>
Palm Springs (PARMA)	Tuesday, February 7, 2006 at 12:30 p.m.
Visalia	Thursday and Friday, April 20 <sup>th</sup> and 21 <sup>st</sup> , 2006
Santa Barbara	Thursday and Friday, June 22 <sup>nd</sup> and 23 <sup>rd</sup> , 2006
Monterey	Thursday and Friday, October 5 <sup>th</sup> and 6 <sup>th</sup> , 2006
San Francisco	Thursday and Friday, December 7 <sup>th</sup> and 8 <sup>th</sup> , 2006

Program Administrators will post the meeting dates on the ACCEL website shortly.

**G. CORRESPONDENCE/INFORMATION**

**G1. PERI – Resource Catalog 2005**

**G2. CAIIA Status Report – July 2005 Issue**

**G3. VFIS News – July 2005**

**G4. CAJPA Journal – Spring 2005**

**G5. CAJPA Journal – Summer 2005**

**G6. Periscope - September 2005**

**G7. Low, Ball & Lynch – Weekly Law Resume – August 2005**

There were no comments regarding these items.

**H. PUBLIC COMMENTS**

There were no public comments.

**I. GENERAL RISK MANAGEMENT ISSUES**

The following items were discussed:

- ❖ Public Official Bonds for Treasurers
- ❖ Insurance for Rented Equipment
- ❖ Performance Bonds and Letters of Credit

**ADJOURNMENT**

A motion was made to adjourn the meeting.

**MOTION:** Ann Garcia            **SECOND:** Sherrell Freeman            **MOTION CARRIED**

The meeting was adjourned at 11:52 a.m.