



**MINUTES OF THE
ACCEL UNDERWRITING COMMITTEE
MEETING**

Monday, September 25, 2023 at 2:00 PM

**LOCATION:
Teleconference**

Link: <https://alliantinsurance.zoom.us/j/92980373526?pwd=bjNCK2NLTDrR1FjRUljeEczdjZqdz09>

Dial: (669) 444-9171

Meeting ID: 929 8037 3526

Passcode: 193607

MEMBERS PRESENT:

Jena Covey, City of Bakersfield

Rhonda Combs, City of Salinas

Mark Howard, City of Santa Barbara

Ross Brandon, City of Santa Cruz

MEMBERS ABSENT:

Sheryl Higa, City of Mountain View

GUESTS AND CONSULTANTS:

Conor Boughey, Alliant Insurance Services

Thomas Joyce, Alliant Insurance Services

Lorissa Huey, Alliant Insurance Services

Anthony Valdez, City of Bakersfield (*joined at 2:24 and left at 2:46*)

A. CALL TO ORDER

Ross Brandon called the meeting to order at 2:03 PM.

B. Consent Calendar

B1. Approval of Minutes for the February 28, 2023 Underwriting Committee Meeting

A motion was made to approve the consent calendar.



MOTION: Mark Howard **SECOND:** Rhonda Combs **MOTION CARRIED**

	Sheryl Higa	Jena Covey	Rhonda Combs	Mark Howard	Ross Brandon
Aye		X	X	X	X
Nay					
Abstain					

C. REPORTS

C1. Underwriting Committee’s Report

**C1a. New ACCEL Exposure Questionnaire: City of Ontario
Ontario Access Center**

Conor Boughey reported that the City of Ontario has requested the Underwriting Committee (UC) review the New Exposure Questionnaire regarding the Ontario Access Center.

Anthony Valdez from the City of Bakersfield joined as a guest and discussed his experience with third-party non-profits and the City’s efforts to partner with them for the purposes of helping those experiencing homelessness.

Direction was given to provide the Member feedback that the UC reviewed, and considers this exposure disclosed to ACCEL. The homelessness services that the City provides falls under the standard operating procedures of what cities do. No further action was taken.

C1b. City of Salinas Housing for the Unhoused

The City of Salinas reported that it leasing a location and will provide housing to the unhoused, and requested the Underwriting Committee to review.

Direction was given to provide direct feedback to the Member that this was disclosed and discussed by the Underwriting Committee. No further action was taken.

The ACCEL Program Administrators will provide a verbal report for the Board regarding housing in California.



C1c. Veterinarian Services Member Survey

The City of Burbank approached the ACCEL Program Administrators requesting information and guidance on E&O coverage for City veterinarians under the ACCEL Memorandum of Coverage (MOC). A survey was conducted among the ACCEL membership to gauge other member’s exposure in this area.

Conor Boughey reported the results of the veterinarian services member survey to the Underwriting Committee (UC).

A motion was made to report to the Members that the UC reviewed the MOC and this is not a covered exposure. The Members should buy a separate policy for veterinary services if they desire this coverage.

MOTION: Mark Howard **SECOND:** Ross Brandon **MOTION CARRIED**

	Sheryl Higa	Jena Covey	Rhonda Combs	Mark Howard	Ross Brandon
Aye			X	X	X
Nay					
Abstain					

**C1d. Proposed Changes to ACCEL’s Memorandum of Coverage (MOC):
 Claims Reporting**

Conor Boughey reported to the Committee that a carrier on the excess liability tower, Great American, had expanded their claims reporting requirements. The Committee weighed the pro’s and con’s of adopting the new reporting requirements to the ACCEL MOC.

Ultimately, a motion was made to recommend that the Board adopt the requirements retroactive to 7/1/23, subject to a grammatical correction.

MOTION: Mark Howard **SECOND:** Rhonda Combs **MOTION CARRIED**

	Sheryl Higa	Jena Covey	Rhonda Combs	Mark Howard	Ross Brandon
Aye		X	X	X	X
Nay					
Abstain					



C1e. ACCEL's Underwriting Guidelines Review:

- I. Underwriting Standards Policy & Procedure
- II. New Exposure Questionnaire
- III. Bylaws

Conor Boughey reported that the Underwriting Standards Policy and Procedure, New Exposure Questionnaire, and Bylaws are reviewed each year.

The Committee reviewed the Underwriting Standards Policy and Procedure and New Exposure Questionnaire and found that no changes were needed, except to update the reviewed date.

A motion was made to amend the Review Date of the documents to the date of this Underwriting Committee meeting.

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

	Sheryl Higa	Jena Covey	Rhonda Combs	Mark Howard	Ross Brandon
Aye		X	X	X	X
Nay					
Abstain					

D. PUBLIC COMMENTS - No public comments were made.

ADJOURNMENT

Ross Brandon adjourned the meeting at 3:20 PM.