



**MINUTES OF THE
ACCEL CLAIMS COMMITTEE
MEETING**

Monday, January 9, 2023 at 2:30 PM

**LOCATION:
TELECONFERENCE**

Link: <https://alliantinsurance.zoom.us/j/92826347852?pwd=WDIROVA5TG5HUFpUVHVONVV2UzhlQT09>

Meeting ID: 928 2634 7852

Passcode: 425199

Dial: (669) 900-6833

MEMBERS PRESENT:

Tracey Matthews, City of Anaheim
Betsy McClinton, City of Burbank
Ross Brandon, City of Santa Cruz
Oles Gordeev, City of Santa Monica

MEMBERS ABSENT:

Jena Covey, City of Bakersfield

GUESTS AND CONSULTANTS:

Robert Powers, R.E. Powers & Company LLC (*left the teleconference at 3:26 PM*)
Ben Oram, George Hills Company
David Tratuz, George Hills Company
Richard Santana, George Hills Company
Conor Boughey, Alliant Insurance Services
Lorissa Huey, Alliant Insurance Services

A. CALL TO ORDER

Tracey Matthews called the meeting to order at 2:30 PM.

B. Consent Calendar

B1. Approval of Minutes for the December 5, 2022 Claims Committee Meeting

A motion was made to approve the consent calendar.



MOTION: Betsy McClinton

SECOND: Ross Brandon

MOTION CARRIED

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

C. REPORTS

C1. Claims Committee’s Reports

C1a. 2022 ACCEL Claims Audit Draft

Robert Powers, ACCEL’s Claims Auditor presented the 2022 ACCEL Claims Audit Draft that includes the executive summary, narratives for each Member and ACCEL’s Claims Administrator, George Hills Company.

A motion was made to recommend to the Board at the January 2023 Board Meeting to accept the report to receive and file.

MOTION: Betsy McClinton

SECOND: Oles Gordeev

MOTION CARRIED

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

C1b. Claims Auditor Contract Term

Lorissa Huey reported that the current Claims Auditor Contract with Rob Powers at R.E. Powers & Company LLC was executed in 2020 for a two-year term with an additional one-year option to extend. The two-year term will end after Rob presents the Claims Audit to the Board at the January 2023 Board Meeting. Rob has proposed a one-year extension with the same terms and conditions as the prior two years.



A motion was made to recommend to the Board to exercise the one-year extension. Direction was given to the Program Administrators to agendaize this item for the June 2023 Board Meeting, in which the Board can create an Ad Hoc Committee or delegate to the Claims Committee if it chooses to issue a Request for Proposal.

MOTION: Betsy McClinton **SECOND:** Ross Brandon **MOTION CARRIED**

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

C1c. Reservation of Rights Letters – Legal Counsel

Ben Oram requested Steve Brower, from Brower Law Group, to consider working with ACCEL to provide legal assistance with claim related work such as creating Reservations of Rights (RORs) letters. Steve provided a higher rate than what ACCEL currently pays, and has offered to work on one ROR for free so that ACCEL can provide feedback on his work.

A motion was made to direct the Program Administrators to bring back to the Committee by June 1, 2023 other coverage counsel options. The Committee will discuss and set a plan of action.

MOTION: Betsy McClinton **SECOND:** Oles Gordeev **MOTION CARRIED**

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |



C1d. George Hills Proposed Senior Claims Adjustor

Lorissa Huey reminded the Committee that when ACCEL entered into a new agreement with George Hills effective January 1, 2023 to June 30, 2026 with two (2) one-year options to extend, ACCEL requested the ability to review and approve the Senior Claims Adjuster.

David Trautz from George Hills announced that the proposed Senior Claims Adjuster is Richard Santana.

Richard Santana introduced himself to the Committee.

The Committee made a motion to recommend to the Board to accept Richard.

MOTION: Ross Brandon **SECOND:** Betsy McClinton **MOTION CARRIED**

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

C1e. Proposed Changes: ACCEL Claims Reporting and Handling Policy and Procedure

Lorissa Huey reported that a Member has requested ACCEL to prefund a large judgement. ACCEL’s Memorandum of Coverage is reimbursement based. Within the current Claims Reporting and Handling Policy and Procedure, under the section VII. Claims Reimbursement Requests, contains a clause for special circumstances that may allow ACCEL to process pre-funding requests when agendized for the Committee or Board to consider.

The Committee had a roundtable discussion.

Direction was given to the Program Administrators to draft proposed language regarding a Member’s ability to prefund a reimbursement. The Claims Chair has authority to approve the prefunding. If the claim involves the Claims Chair’s own city, the President will have authority to approve.

MOTION: Betsy McClinton **SECOND:** Tracey Matthews **MOTION CARRIED**



| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

C1f. Closed Session – Pursuant to Gov’t Code 54956.95

A motion was made to enter into Closed Session at 3:26 PM.

MOTION: Ross Brandon **SECOND:** Betsy McClinton **MOTION CARRIED**

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

A motion was made to come out of Closed Session at 4:41 PM.

MOTION: Oles Gordeev **SECOND:** Ross Brandon **MOTION CARRIED**

| | Tracey Matthews | Jena Covey | Betsy McClinton | Ross Brandon | Oles Gordeev |
|---------|-----------------|------------|-----------------|--------------|--------------|
| Aye | X | | X | X | X |
| Nay | | | | | |
| Abstain | | | | | |

Lorissa Huey reported out of Closed Session that direction was given to the Claims Administrators and no reportable action took place.

D. PUBLIC COMMENTS - No public comments were made.

ADJOURNMENT

Tracey Matthews adjourned the meeting at 4:43 PM.