



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

BOARD OF DIRECTORS PRESENT

Liz Cottrell, City of Anderson
Kara Reddig, City of Elk Grove
Stephanie Van Steyn, City of Galt
Jennifer Styczynski, City of Marysville
Dave Warren, City of Placerville
Jose Jasso, City of Rio Vista
Spencer Morrison, City of Yuba City

Rachel Ancheta, City of Dixon
Susan Walter, City of Folsom
Dalacie Blankenship, City of Jackson
Crystal Peters, Town of Paradise
Sandy Ryan, City of Red Bluff
Andy Schiltz (Alternate), City of Rocklin

OTHER MEMBERS PRESENT

Jim Ramsey, City of Elk Grove

Jen Lee, City of Rio Vista

BOARD OF DIRECTORS ABSENT

Cristina Shafer, City of Auburn
Ishrat Aziz-Khan, City of Colusa
Lori McGraw, City of Ione
Liz Ehrenstrom, City of Oroville

Kristina Miller, City of Corning
Elisa Arteaga, City of Gridley
Veronica Rodriguez, City of Lincoln
Wayne Peabody, City of Willows

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services
Conor Boughey, Alliant Insurance Services
Dave Beal, Sedgwick

James Marta, James Marta & Company
Mike Harrington, Bickmore Actuarial
Jill Petrarca, Sedgwick

A. CALL TO ORDER

Chair called the meeting to order at 10:37 a.m.

B. ROLL CALL

Roll call was made and the above mentioned members were present constituting a quorum.

C. PUBLIC COMMENTS

No public comments.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

D. CONSENT CALENDAR

1. Board Meeting Minutes – December 10, 2020
2. Check Register from January 1, 2021 to March 31, 2021
3. Investment Reports
 - a. Chandler Asset Management Short/Long Term - January 2021 to March 2021
 - b. Local Agency Investment Fund (LAIF) Report as of December 31, 2020
 - c. Treasurer's Report as of December 31, 2020
4. Sedgwick Workers' Compensation Quarterly Claims Report
5. 20/21 Alliant-Commission Opt-Out Letter dated November 3, 2020
6. FY 20/21 NorCal Cities SIF Workers Compensation Program Claims Audit and Sedgwick response
7. FY 20/21 PRISM Workers Compensation Claims Audit and Sedgwick response

A motion was made to approve the Consent Calendar as posted.

Motion: Rachel Ancheta **Second:** Jennifer Styczynski **Motion Carried**
Ayes: Cottrell, Ancheta, Reddig, Walter, Van Steyn, Blankenship, Styczynski, Peters, Warren, Ryan, Jasso, Schitzl, Morrison
Nays: None

E. GENERAL RISK MANAGEMENT ISSUES

No discussion.

F. ADMINISTRATION REPORTS

F.1. Presidents Report

Dave Warren thanked all of the officers for serving this year and committing the extra time to NorCal Cities.

F.2. CJPRMA Update

Mr. Beverly gave a CJPRMA update. The estimated premium number we have now should be conservative. We have no other update for CJPRMA.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

F.3. Program Administrator's Report

Mr. Beverly discussed the FY 20/21 Member Training usage funds that will be rolled over into the Risk Management Reserve Funds.

Mr. Beverly discussed Workers' Compensation Coverage for members working out of state. If you have remote workers and would like to attend remote worker training please let us know.

F.4. Summary of the March 25, 2021 Executive Committee Meeting

Mr. Beverly gave an overview from the March 25, 2021 Executive Committee Meeting. We will be reviewing many of the same items in the Agenda.

F.5. FY 20/21 PRISM Member Annual Report

Mr. Beverly reviewed the 20/21 PRISM Member Annual Report. PRISM is now expanding out of the California. PRISM sends out the Member Annual Report every year. The estimated PRISM savings for Workers' Compensation coverage in FY 20/21 is \$447,488. The total savings over the last five years is estimated at \$1,855,221.

Information only.

G. FY 21/22 Officers and Executive Committee

Mr. Beverly reviewed the FY 21/22 Officers and Executive Committee. We have new members joining the Executive Committee. The Executive Committee Rotation schedule was reviewed for upcoming rotations.

Information only.

H. Financial Reports

H.1. Quarterly Financial Report for Period Ending December 31, 2020

Jim Marta gave a brief overview of the quarterly report as of December 31, 2020. The total net position in the Liability Shared Layer is \$3,136, 892. CJPRMA is pushing us to have a \$1,000,000 retention so that could affect how much capital we have. We're going to see a bit of erosion in the Liability program because of the increased claims. The Net Position for Workers' Compensation is strong. We don't have any deficits in the Workers' Compensation Program. The Worker's Compensation Baking Layer is Strong, the Shared Layer is also strong. The Budget to Actual is on track, we have some money left over from not traveling or hosting trainings.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

Mr. Beverly gave a brief overview on the Annual Shared Risk Plan Adjustments. We're not recommending refunds or assessments because we were only \$69,000 over Liabilities at the 90% Confidence Level.

Information only, no action taken.

I.4.c. FY 21/22 Deposit Premium Calculations

Mr. Beverly gave an overview on the 21/22 Deposit Premium Calculations. We use the 2020 Calendar Year Payroll, Banking Layer, Shared Layer and Excess Layer to calculate the total deposit. We presented a 50% cap to the Executive Committee which will reduce the number of capped members to 8 members. We have three options, a 40% cap, 50% cap or a variable option. Most of the increase is because of the Excess Coverage.

Members discussed changing the cap and being more comfortable using the 50% cap.

A motion was made to approve the 80% CL with a 50% cap.

Motion: Jennifer Styczkowski **Second:** Andy Schiltz **Motion Carried**
Ayes: Cottrell, Ancheta, Reddig, Walter, Van Steyn, Blankenship, Styczynski, Peters, Warren,
Ryan, Jasso, Schiltz, Morrison
Nays: None

I.5. Sedgwick Liability Claims Administration Services Renewal Agreement

Mr. Beverly gave an overview on the Sedgwick Liability Claims Administration Services Renewal Agreement. Sedgwick is asking for a 2.8% increase and they will renew the original contract. We do have a cap just in case we need to have more field funding. Sedgwick will continue to offer Subrogation services and will charge 25% of the claim.

A motion was made to approve the agreement as presented.

Motion: Kara Reddig **Second:** Spencer Morrison **Motion Carried**
Ayes: Cottrell, Ancheta, Reddig, Walter, Van Steyn, Blankenship, Styczynski, Peters, Warren,
Ryan, Jasso, Schiltz, Morrison
Nays: None

I.6. FY 21/22 Renewal Update

Mr. Beverly reviewed the FY 21/22 Renewal updates. It's a very difficult year for Property, Cyber and Crime. We're expecting increases on the Property, Cyber and Crime programs. The Pollution program is also facing a hard market.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

Members are encouraged to file claims on any pollution claims as it's a claims made policy.

We're seeing fairly minor increases on individual purchase coverages.

I.7. FY 21/22 Meeting Calendar

Members had no discussion.

A motion was made to approve the FY 21/22 Meeting Calendar.

Motion: Rachel Ancheta **Second:** Dalacie Blankenship **Motion Carried**
Ayes: Cottrell, Ancheta, Reddig, Walter, Van Steyn, Blankenship, Styczynski, Peters, Warren,
Ryan, Jasso, Schitzl, Morrison
Nays: None

J.8. Board Officer Handbook

Members had no discussion.

A motion was made to approve the Board Officer Handbook.

Motion: Sandy Ryan **Second:** Jennifer Styczynski **Motion Carried**
Ayes: Cottrell, Ancheta, Reddig, Walter, Van Steyn, Blankenship, Styczynski, Peters, Warren,
Ryan, Jasso, Schitzl, Morrison
Nays: None

J. INFORMATION ITEMS

1. Glossary of Terms
2. NCCSIF Organizational Chart
3. NCCSIF FY 20/21 Meeting Calendar
4. NCCSIF Resource Contact Guide
5. York Who's Who in Claims - WC and Liability Contacts
6. Claims Reporting Documents

These items were provided as information only.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
BOARD OF DIRECTORS MEETING MINUTES
ZOOM TELCONFERENCE
APRIL 22, 2021**

K. ADJOURNMENT

The meeting was adjourned at 12:19 p.m.

Respectfully Submitted,

Jennifer Styczynski, Secretary

8-2-2021

Date