



**MINUTES OF THE  
NCCSIF EXECUTIVE COMMITTEE MEETING  
VIA TELECONFERENCE  
MAY 30, 2019**

**COMMITTEE MEMBERS PRESENT**

Liz Ehrenstrom, City of Oroville - President (**Chair**)  
Kristine Haile, City of Folsom - Vice President  
Tim Sailsbery, City of Willows - Treasurer  
Cora Hall, City of Galt  
Elisa Arteaga, City of Gridley  
Veronica Rodriguez, City of Lincoln

**COMMITTEE MEMBERS ABSENT**

Gina Will, Town of Paradise - Secretary and CJPRMA Board Representative  
Loree' McCay, City of Nevada City  
Jen Lee, City of Rio Vista

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services	Dori Zumwalt, York Risk Services Group
Michael Simmons, Alliant Insurance Services	Jill Petrarca, York Risk Services Group
Raychelle Maranan, Alliant Insurance Services	

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at 11:32 a.m.

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

**B. APPROVAL OF AGENDA AS POSTED**

**A motion was made to approve the Agenda as posted.**

<b>Motion:</b> Elisa Arteaga	<b>Second:</b> Cora Hall	<b>Motion Carried</b>
<b>Ayes:</b> Ehrenstrom, Haile, Sailsbery, Hall, Arteaga, Rodriguez		

**C. PUBLIC COMMENTS**

There were no public comments.



#### **D. CONSENT CALENDAR**

1. Executive Committee Meeting Minutes - March 14, 2019
2. Executive Committee Special Meeting Minutes - May 9, 2019
3. Check Register from March 1, 2019 to April 30, 2019
4. Investment Reports
  - a. Chandler Asset Management Short/Long Term - March 2019 to April 2019
  - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2019
  - c. Treasurer's Report as of March 31, 2019

**A motion was made to approve the Consent Calendar as presented.**

**Motion:** Kristine Haile                      **Second:** Cora Hall                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Hall, Arteaga, Rodriguez

#### **E. GENERAL RISK MANAGEMENT ISSUES**

There were no issues brought forth for discussion.

#### **F. ADMINISTRATION REPORTS**

##### **F.1. President's Report**

Chair Ehrenstrom stated she has nothing new to report at this time.

##### **F.2. Program Administrator's Report**

Mr. Marcus Beverly briefly addressed the topic of Roundup/glyphosate containing herbicides. Mr. Beverly forewarned members to be prepared to address the risk and questions on the coverage renewal application about exposure to glyphosate.

#### **G. JPA BUSINESS**

##### **G.1. Actuarial Services Agreement**

The Committee discussed the terms of the actuarial services agreement with Bickmore Actuarial.

**A motion was made to approve the Actuarial Services Engagement Letter with Bickmore Actuarial for Fiscal Years 19/20, 20/21 and 21/22 as presented and authorized Liz Ehrenstrom to sign the agreement.**

**Motion:** Cora Hall                      **Second:** Elisa Arteaga                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Hall, Arteaga, Rodriguez



## **G.2. Police Risk Management Grant Funds and Usage**

Mr. Beverly indicated that the NCCSIF members have funded grants totaling \$50,000 per year for their police departments to purchase and implement Body-Worn Cameras (BWCs) since FY 14/15. Two member cities have not implemented BWC, Anderson and Galt. The Risk Management Committee and the Board have decided to keep the criteria restrictive to BWC. The City of Lincoln does not have the resources or budget for cost associated with maintenance/video storage of BWCs. Ms. Veronica Rodriguez of City of Lincoln asked what the average cost to fully implement and up keep of BWC program. Chair Ehrenstrom indicated she will find out and share that information to Lincoln.

Mr. Beverly noted that member agencies can charge for the cost associated to responding to public records requests of BWC. Laura Cole of Cole Pro Media has begun a new venture, Critical Incident Videos, LLC, to assist agencies in responding to requests for critical incident or related videos subject to Public Records Act requests. Mr. Beverly indicated that he will follow up with Laura Cole for group pricing.

**A motion was made to recommend funding of \$50,000 Police Risk Management Grant Funds for FY 19/20.**

**Motion:** Veronica Rodriguez                      **Second:** Elisa Arteaga                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Hall, Arteaga, Rodriguez

## **G.3. FY 19/20 NCCSIF Administration Budget**

Mr. Beverly reviewed the FY 19/20 Administration Budget and noted a new format adding a Group Purchase column with revenues and expenses in one exhibit. The Claims Admin fee is now part of the flat fee contract with York.

Presented as information only.

## **G.4. Liability Claims Administration Services with York Risk Services Group, Inc.**

Mr. Beverly indicated the Liability Claims Administration Services Agreement was sent to the Committee under separate cover. The terms of agreement were reviewed. York has agreed to the terms requested by the Board with cap of no more than \$360,000 for FY 19/20 and \$365,000 for FY 20/21. Mr. Beverly noted two changes: 1) take out "initial 12-month" to read "...beyond the contract term" and 2) change terminate services notice to 90 days instead of 60 days.

**A motion was made to approve the Liability Claims Administration Services Agreement with York Risk Services Group, Inc. as amended.**

**Motion:** Kristine Haile                      **Second:** Elisa Arteaga                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Hall, Arteaga, Rodriguez



Mr. Beverly stated that the sewer backup case that happened over a decade ago wherein the City of Oroville was found liable for inverse condemnation is scheduled to be heard on the California Supreme Court on June 5, 2019.

**H. INFORMATION ITEMS**

1. NCCSIF Organizational Chart
2. NCCSIF 2019 Meeting Calendar

There was no discussion on these items.

**ADJOURNMENT**

This meeting was adjourned at 11:58 p.m.

**NEXT MEETING DATE:** September 26, 2019 in Rocklin, CA

EC Approval Date of Minutes: 9/26/2019

Respectfully Submitted,



Gina Will, Secretary

9/26/19

Date