



**MINUTES OF THE  
NCCSIF EXECUTIVE COMMITTEE MEETING  
VIA TELECONFERENCE  
MAY 28, 2020**

**COMMITTEE MEMBERS PRESENT**

Liz Ehrenstrom, City of Oroville - President (**Chair**)  
Kristine Haile, City of Folsom - Vice President  
Stephanie Van Steyn, City of Galt  
Elisa Arteaga, City of Gridley  
Veronica Rodriguez, City of Lincoln  
Gina Will, City of Paradise-Secretary  
Jen Lee, City of Rio Vista

**COMMITTEE MEMBERS ABSENT**

Tim Sailsbery, City of Willows – Treasurer  
Loree McCay, City of Nevada City

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services	Dori Zumwalt, York Risk Services Group
Michael Simons, Alliant Insurance Services	Jill Petrarca, York Risk Services Group
Raychelle Maranan, Alliant Insurance Services	Dee C. Leger-Garcia, James Marta & Co.
Conor Boughey, Alliant Insurance Services	Jenna Wirkner, Alliant Insurance Services
James Marta, James Marta & Co.	

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at

**B. ROLL CALL**

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

**C. APPROVAL OF AGENDA AS POSTED**

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

**Motion:** Kristine Haile  
**Ayes:**

**Second:** Gina Will

**Motion Carried**



#### **D. PUBLIC COMMENTS**

There were no public comments.

#### **E. CONSENT CALENDAR**

1. Executive Committee Meeting Minutes - March 26, 2020
2. Check Register from March 1, 2020 to April 30, 2020
3. Investment Reports
  - a. Chandler Asset Management Short/Long Term - March 2020 to April 2020
  - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2020
  - c. Treasurer's Report as of March 31, 2020

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

**Motion:** Kristine Haile

**Second:** Gina Will

**Motion Carried**

**Ayes:**

#### **F. GENERAL RISK MANAGEMENT ISSUES**

Marcus Beverly recommended that as cities start to re-open that they use the Alliant website has a resource for reopening guidelines.

#### **G. ADMINISTRATION REPORTS**

##### **1. Presidents Report**

Liz Ehrenstrom has no comments and hopes everyone is doing well.

##### **2. Program Administrators Report**

###### **a. CAJPA request for tort claim analysis funding**

Mr. Beverly discussed the request for tort claim analysis funding at \$10,000. It will be adding to the June 25, 2020 Board of Directors Meeting Agenda.

###### **b. Strategic Planning Update**

Mr. Beverly discussed Strategic Planning Update and will go into further detail on item H.13.

#### **H. JPA BUSINESS**

##### **H.1. Financial Auditing Services Agreement**





Mr. Beverly, discussed the ACI Employee Assistance Program. We have 13 members participating in this program.

**A motion was made to approve the ACI Employee Assistance Renewal Engagement Letter.**

**Motion:** Gina Will

**Second:** Elisa

**Motion Carried**

**Ayes:** Haile, Van Steyn, Arteaga, Rodriguez, Ehrenstrom, Will, Lee

#### **H.6. FY 20/21 Property Update**

Mr. Beverly gave an update on the FY 20/21 renewal, NCCSIF has been bumped 5% because of the group's fire risks. Due to Pier 45 catching fire, the quotes have been on hold. The quote should be released by June 1<sup>st</sup>. We should have them out to members by the middle of next week.

In regards to COVID-19, we have only had 1 member file a claim for business interruption. Mr. Beverly will be filing a claim on behalf of the members.

Members discussed what business interruption includes. Loss of income or extra expenses. Examples: cleaning up an area or purchasing extra equipment (masks etc.), as well as lost revenue from recreational activities.

Michael Simmons recommended estimating and submitting the value of your loss from the shut down until June 30<sup>th</sup>. Recommend Mr. Beverly send out the language for what the policy includes. The property coverage has a \$10 mill aggregate for all members.

Information only. No action taken.

#### **H.7. FY 20/21 Crime Coverage Renewal**

Mr. Beverly discussed that we don't have the proposal yet. The proposal has been delayed and will be sent next week and it will be distributed to members.

Information only. No action taken.

#### **H.8. Police Risk Management Grant Funds and Usage**

Mr. Beverly discussed the Police Risk Management Grant Funds and Usage. Recommended to continue with the program and the \$50,000 allocation.

Lenslock has offered members 5 year contract to provide "turnkey" body camera services for \$1,000 per officer per year. Members asked if other agencies are using these programs and if has been presented to the Police Risk Management Committee. Lenslock and others have been presented and being considered.





### **H.11.b. Communicable Disease Exclusion**

Mr. Beverly discussed the CJPRMA Coverage Infectious Disease Exclusion. The coverage above \$15M will include an infectious disease exclusion for the first time. The worst case scenario would be an after school program or a meal program for seniors. Recommend continuing NCCSIF coverage for now, if you need to limit perhaps consider capping with aggregate limit. Members should be aware that we may opt to retroactively amend the coverage. Recommend to the board that we may take action in October.

**A motion was made to recommend to the Board not to attach exclusionary language now and evaluate options at the October Meeting, including retroactive to July 1<sup>st</sup>.**

**Motion:** Gina Will

**Second:** Kristine Haile

**Motion Carried**

**Ayes:** Haile, Van Steyn, Arteaga, Rodriguez, Ehrenstrom, Will, Lee

### **H.12. FY 20/21 NCCSIF Administration Budget**

Mr. Beverly gave an overview on the Administration Budget. Increase of about 6% over last year. Mainly due to WC State Assessment.

**A motion was made to recommend to the Board the approval of the FY 20/21 NCCSIF Administration Budget.**

**Motion:** Kristine Haile

**Second:** Gina Will

**Motion Carried**

**Ayes:** Haile, Van Steyn, Arteaga, Rodriguez, Ehrenstrom, Will, Lee

### **H.13. Strategic Plan Update**

Mr. Beverly discussed having a planning session at the October 29<sup>th</sup>, 2020 Meeting. It's been 10 years since NCCSIF has had a facilitated training. Have a full day planning session with COVID, property coverage and excess coverage related topics.

Members discussed being proactive and thinking ahead. Possibility looking at other excess pools. This should be an in person training and we will need to wait until we can do so.

Plan to have it at the October Meeting if in August it doesn't look like we will meet in person move it to the December meeting.

Information only. No action taken.



**H.14.a. New Addition—Kronick Moskovit Tiedemann & Girard**

Mr. Beverly discussed adding additions. Mona will not be working on any claims for Rio Vista.

**H.14.b. New Addition—Liebert Cassidy Whitmore**

Mr. Beverly discussed adding Liebert Cassidy Whitmore, Oroville has agreed to pay the difference.

**H.14.c. Firm Change-Ruben Escobedo**

Mr. Beverly discussed a firm change for Ruben Escobedo, will be continuing to work on a case for Lincoln. Recommended that he is added to our approved list.

**H.14.d. Review of Liability Counsel List**

Mr. Beverly asked for approval of the Liability Counsel List. No other changes were made to the counsel list. Discussed the summary of who we have been using over the last five years.

**A motion was made to approve the changes of the four items as presented.**

**Motion:** Elisa Arteaga                      **Second:** Gina Will                      **Motion Carried**  
**Ayes:** Haile, Van Steyn, Arteaga, Rodriguez, Ehrenstrom, Will, Lee

**H.15. Cordico Mobile Wellness App Participation**

Mr. Beverly gave a brief overview of the Cordico Mobile Wellness App Participation. NCCSIF will receive a 10% discount rate and if we have 8 members participate we will have a 20% discount. Members will pay for the app individually.

**A motion was made to approve the Cordico Wellness App Participation.**

**Motion:** Gina Will                      **Second:** Elisa Arteaga                      **Motion Carried**  
**Ayes:** Haile, Van Steyn, Arteaga, Rodriguez, Ehrenstrom, Will, Lee

**I. INFORMATION ITEMS**

1. NCCSIF Organizational Chart
2. NCCSIF 20/21 Meeting Calendar

There was no discussion on these items.



**ADJOURNMENT**

This meeting was adjourned at 11:51 a.m.

**NEXT MEETING DATE:**

Respectfully Submitted,

\_\_\_\_\_  
Jennifer Styczynski, Secretary

9-25-2020

Date