



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
RISK MANAGEMENT COMMITTEE MEETING MINUTES  
ROCKLIN COMMUNITY CENTER  
OCTOBER 19, 2023**

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**COMMITTEE MEMBERS PRESENT**

Christy White, City of Anderson  
Rachel Ancheta, City of Dixon  
Alison Garcia, City of Folsom  
Jodi Molinari, City of Gridley  
Dalacie Blankenship, City of Jackson  
Gabrielle Christakes, City of Nevada City  
Cleve Morris, City of Placerville  
Amanda Tonks, City of Rocklin  
Spencer Morrison, City of Yuba City

Jennifer Leal, City of Auburn  
Jim Ramsey, City of Elk Grove  
Stephanie VanSteyn, City of Galt  
Jodi Steneck, City of Ione  
Jennifer Styczynski, City of Marysville  
Elizabeth Ehrenstrom, City of Oroville  
Tom Westbrook, City of Red Bluff  
Crystal Peters, Town of Paradise

**OTHER MEMBERS PRESENT**

Kim Staile City of Dixon  
Sheleen Loza, City of Yuba City

Gabriela Cousineau, City of Folsom

**COMMITTEE MEMBERS ABSENT**

Ishrat Aziz-Khan, City of Colusa  
Veronica Rodriguez, City of Lincoln  
Marti Brown, City of Willows

Brank Mesker, City of Corning  
Jen Lee, City of Rio Vista

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services  
Evan Washburn, Alliant Insurance Services  
Summer Simpson, Sedgwick  
Shane Baird, Sedgwick

Jenna Wirkner, Alliant Insurance Services  
Brian Davis, Sedgwick  
Tom Kline, Sedgwick

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at 10:00a.m.

**B. INTRODUCTIONS**

Roll call was made, and a majority of the members were present constituting a quorum.

**C. PUBLIC COMMENTS**

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There were no public comments.



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**D. CONSENT CALENDAR**

1. Minutes of the Risk Management Committee Meeting - April 20, 2023

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

**MOTION:** Jim Ramsey

**SECOND:** Jodi Steneck

**MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** White, Leal, Ancheta, Ramsey, Garcia, VanSteyn, Molinari, Steneck, Blankenship, Styczynski, Christakes, Ehrenstrom, Morris, Westbrook, Tonks, Peters, Morrison

**Nays:** None

**E. GENERAL RISK MANAGEMENT ISSUES**

Members are interested in a walking challenge. The Program Administrators will find options for a Walking Challenge. The City of Dixon reached out to Dignity Health for step counters.

Members discussed ADA transition plans and DOJ plans.

Benchmark Analytics is available for Police Departments through our Excess Liability JPA, CJPRMA. Please reach out to Programs Administrators if you would like more information.

**F. COMMITTEE BUSINESS**

**F.1. Trending Reports for Liability Claims**

Ms. Summer Simpson provided an overview of NorCal Cities claim trends over the last ten years, 2013-2023 and analysis of the top loss exposures related to the Liability Program.

Information only. No motion was taken.

**F.2. Sedgwick Risk Control Services Update**

Mr. Shane Baird provided an update on Sedgwick Risk Control Services. Mr. Baird discussed Focused Risk Assessments, Training, Policy Development and/or Review, and Ergonomic Evaluations. Mr. Baird has been traveling to visit members and conduct trainings. Members were provided with the Ergonomic Evaluation Request Form.

Information only. No motion was taken.



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**F.3. NCCSIF FY 23/24 Risk Control Service Plan**

Mr. Baird provided an update on the risk control service plan for the remainder of FY 23/24. We will continue to host trainings for all member during the year and Mr. Baird will work on Focused Risk Assessments with members.

Members are encouraged to reach out to Mr. Baird for Ergonomic Evaluations.

*Crystal Peters joined the meeting at 10:32a.m.*

**Information only. No motion was taken.**

**F.4. Cash for Safety Awards Recognition FY 22/23.**

Mr. Shane Baird presented the Cash for Safety Awards for FY 22/23. Members are encouraged to submit ideas for FY 23/24.

Cash prizes were awarded for the “Most Outstanding” submission (\$5,000), an “Outstanding” submission (\$3,000) and a “Good” submission (\$2,000).

- City of Dixon, Most Outstanding
- City of Yuba City, Outstanding
- Town of Paradise, Good

Information only. No motion was taken.

**F.5. Police Risk Management Committee Update**

Mr. Tom Kline from Sedgwick provided an overview on the activities of the Police Risk Management Committee (PRMC).

The Police Risk Management Committee is well attended. We have hosted trainings after every meeting.

*November 3, 2022 - John Carli, Retired Police Chief presented on *Fortifying Personal Wellness & Strengthening Organizational Resilience*.*

*February 2, 2023- Bruce Kilday of Angelo, Kilday, and Kilduff presented a legal update on the many new California laws affecting police agencies including:*

*AB 485 - Hate Crime Reporting*

*AB 655 - California Law Enforcement Accountability Reform Act*



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AB 1475 - Low. Law Enforcement: Social Media  
AB 2229 - Bias Evaluation  
AB 2644 - Minor Custodial Interrogation  
AB 2773 - Reason for Stop  
SB 960 - Citizenship  
SB 1359 - Vehicle Registration

*March 4, 2023-* Gary Hughes has been employed with Butte-Glenn Community College, as an instructor with the Law Enforcement Academy, for the past twenty-eight years.

*August 3, 2023-* Mandy Nice Lexipol's Strategic Wellness Director serves as Chair of the International Association of Chiefs of Police (IACP) Officer Safety and Wellness Section Physical Wellness Committee.

Mr. Kline and Mr. Beverly discussed the Law Enforcement Training Day on November 8<sup>th</sup>.

Information only. No motion was taken.

## **F.6. Risk Management Policies & Best Practices**

### **F.5.a. Risk Management Policy and Procedure: Special Events Risk Management RM16**

Ms. Evan Washburn discussed the Special Events Risk Management Policy and Procedure. We are recommending a \$2M limit with a \$4 aggregate.

**A motion was made to recommend approval of the updates to RM:16 to the Board of Directors.**

**MOTION:** Rachel Ancheta                      **SECOND:** Cleve Morris                      **MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** White, Leal, Ancheta, Ramsey, Garcia, VanSteyn, Molinari, Steneck, Blankenship, Styczynski, Christakes, Ehrenstrom, Morris, Westbrook, Tonks, Peters, Morrison

**Nays:** None

### **F.6.b. Risk Management Policy and Procedures – Ergonomics RM20**

Mr. Washburn discussed the Ergonomics Policy and Procedure. Members can use Risk Management Reserves for chairs, desks, and other ergonomic items.

**A motion was made to recommend approval of the Ergonomic Risk Management Policy.**



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**MOTION:** Jodi Steneck

**SECOND:** Rachel Ancheta

**MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** White, Leal, Ancheta, Ramsey, Garcia, VanSteyn, Molinari, Steneck, Blankenship, Styczynski, Christakes, Ehrenstrom, Morris, Westbrook, Tonks, Peters, Morrison

**Nays:** None

**F.7. Risk Management Training Calendar and Matrix**

Mr. Beverly discussed yearly trainings for members.

23/24 NorCal Cities Training Calendar

- Managing Sidewalk Liability (Webinar)
- Sewer Summit (Webinar)
- Law Enforcement Training Day (Rocklin Event Center)
- Risk Management 101 (Webinar)
- AMVP v. APIP (Webinar)
- Insurance Requirements in Contracts (Webinar)
- Heat Illness Prevention (Webinar)
- Flagger Training (Regional)
- Aquatic Risk Management (Webinar)
- Playground Safety Inspection Training (Regional)

**H. ADJOURNMENT**

The meeting was adjourned at 11:23a.m.

**Next Meeting Date:** April 18, 2024

Respectfully Submitted,

  
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Jennifer Styczynski, Secretary

*May 6, 2024*  
\_\_\_\_\_  
Date