



**President**  
Ms. Elizabeth Ehrenstrom  
City of Oroville

**Vice President**  
Ms. Kristine Haile  
City of Folsom

**Treasurer**  
Mr. Tim Sailsbery  
City of Willows

**Secretary**  
Ms. Gina Will  
Town of Paradise

**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
EXECUTIVE COMMITTEE MEETING  
VIA TELECONFERENCE  
AGENDA**

**Date:** Thursday, May 30, 2019

**Time:** 11:30 a.m.

**Location:** Teleconference - Multiple Locations

**A – Action**  
**I – Information**

**1 – Attached**  
**2 – Hand Out**  
**3 – Separate Cover**  
**4 – Verbal**

**This Meeting Agenda shall be posted at the address of the teleconference locations shown below with access for the public via phone/speakerphone.**

1. City of Folsom - 50 Natoma Street, Folsom, CA 95630
2. City of Galt - 380 Civic Drive, Galt, CA 95632
3. City of Gridley - 685 Kentucky Street, Gridley, CA 95948
4. City of Lincoln - 600 Sixth Street, Lincoln, CA 95648
5. City of Nevada City - 317 Broad Street, Nevada City, CA 95959
6. City of Oroville - 1735 Montgomery Street, Oroville, CA 95965
7. City of Willows - 201 North Lassen Street, Willows, CA 95988

**MISSION STATEMENT**

*The Northern California Cities Self Insurance Fund, or NCCSIF, is an association of municipalities joined to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner while providing members with broad coverage and quality services in risk management and claims management.*

**A. CALL TO ORDER**

**B. APPROVAL OF AGENDA AS POSTED** **A 1**

**C. PUBLIC COMMENTS**  
*This time is reserved for members of the public to address the Executive Committee on matters pertaining to NCCSIF that are of interest to them.*

pg. 4 **D. CONSENT CALENDAR** **A 1**  
*All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or the Executive Committee may request any item to be considered separately.*



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pg. 5	1. Executive Committee Meeting Minutes - March 14, 2019		
pg. 14	2. Executive Committee Special Meeting Minutes - May 9, 2019		
pg. 16	3. Check Register from March 1, 2019 to April 30, 2019		
	4. Investment Reports		
pg. 18	a. Chandler Asset Management Short/Long Term - March 2019 to April 2019		
pg. 34	b. Local Agency Investment Fund (LAIF) Report as of March 31, 2019		
pg. 35	c. Treasurer’s Report as of March 31, 2019		
pg. 36	<b>E. GENERAL RISK MANAGEMENT ISSUES</b>	<b>I</b>	<b>4</b>
	<i>This is an opportunity for a member to discuss a topic of interest or seek guidance and input from the group about a current issue, risk management topic or exposure the member is facing.</i>		
	<b>F. ADMINISTRATION REPORTS</b>	<b>I</b>	
	1. <b>President’s Report</b>		<b>4</b>
	<i>Elizabeth Ehrenstrom will address the Committee on items pertaining to NCCSIF.</i>		
	2. <b>Program Administrator’s Report</b>		<b>4</b>
	<i>Alliant will update the Committee on matters pertinent to NCCSIF.</i>		
	<b>G. JPA BUSINESS</b>		
pg. 37	1. <b>Actuarial Services Agreement</b>	<b>A</b>	<b>1</b>
	<i>The Committee will review and may approve the draft engagement letter with Bickmore Actuarial for actuarial services.</i>		
pg. 41	2. <b>Police Risk Management Grant Funds and Usage</b>	<b>A</b>	<b>1</b>
	<i>The Committee will review and may approve the proposed budget allocation and use of the funds</i>		
pg. 43	3. <b>FY 19/120 NCCSIF Administration Budget</b>	<b>I</b>	<b>1</b>
	<i>The Committee will review and may recommend the Preliminary Admin budget.</i>		
pg. 46	4. <b>Liability Claims Administration Services with York Risk Services Group, Inc.</b>	<b>A</b>	<b>3</b>
	<i>The Committee will be asked to review and may approve or recommend York’s renewal terms effective July 1, 2019.</i>		



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**H. INFORMATION ITEMS**

**I 1**

- pg. 48 1. NCCSIF Organizational Chart  
pg. 49 2. NCCSIF 2019 Meeting Calendar

**ADJOURNMENT**

**UPCOMING MEETINGS**

- Board of Directors Meeting - June 13, 2019  
Police Risk Management Committee Meeting - August 1, 2019  
Claims Committee Meeting - September 26, 2019  
Executive Committee Meeting - September 26, 2019  
Risk Management Committee Meeting - October 24, 2019

*Per Government Code 54954.2, persons requesting disability related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Raychelle Maranan at Alliant Insurance Services at (916) 643-2712.*

*The Agenda packet will be posted on the NCCSIF website at [www.nccsif.org](http://www.nccsif.org). Documents and material relating to an open session agenda item that are provided to the NCCSIF Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 2180 Harvard Street, Suite 460, Sacramento, CA 95815.*

*Access to some buildings and offices may require routine provisions of identification to building security. However, NCCSIF does not require any member of the public to register his or her name or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.*



## CONSENT CALENDAR

### ACTION ITEM

**ISSUE:** Items on the Consent Calendar should be reviewed by the Executive Committee and, if there is any item requiring clarification or amendment, such item(s) should be pulled from the agenda for separate discussion.

**RECOMMENDATION:** The Program Administrator recommends adoption of the Consent Calendar after review by the Executive Committee. *Items pulled from the Consent Calendar by a member will be placed back on the agenda in order determined by the President.*

**FISCAL IMPACT:** None.

**BACKGROUND:** The Executive Committee places the following items on the Consent Calendar for adoption. The Executive Committee may accept the Consent Calendar as presented, or pull items for discussion and separate action while accepting the remaining items.

### ATTACHMENT(S):

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



**MINUTES OF THE  
NCCSIF EXECUTIVE COMMITTEE MEETING  
ROCKLIN EVENT CENTER, ROCKLIN, CA  
MARCH 14, 2019**

**COMMITTEE MEMBERS PRESENT**

Liz Ehrenstrom, City of Oroville - President (**Chair**)  
Kristine Haile, City of Folsom - Vice President  
Tim Sailsbery, City of Willows - Treasurer  
Gina Will, Town of Paradise - Secretary and CJPRMA Board Representative  
Cora Hall, City of Galt  
Loree' McCay, City of Nevada City  
Jen Lee, City of Rio Vista

**OTHER MEMBERS PRESENT**

Elisa Arteaga, City of Gridley

**COMMITTEE MEMBERS ABSENT**

Juan Solis, City of Gridley  
Veronica Rodriguez, City of Lincoln

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services	James Marta, James Marta & Company
Michael Simmons, Alliant Insurance Services	Dori Zumwalt, York Risk Services
Raychelle Maranan, Alliant Insurance Services	Tom Baber, York Risk Services
	Mike Harrington, Bickmore Actuarial

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at 10:07 a.m.

**B. INTRODUCTIONS**

Introductions were 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:** Gina Will

**Second:** Cora Hall

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

**D. PUBLIC COMMENTS**

There were no public comments.

**E. CONSENT CALENDAR**

1. Executive Committee Meeting Minutes - November 19, 2018 (Draft)
2. Check Register from December 1, 2018 to February 28, 2019
3. Investment Reports
  - a. Chandler Asset Management Short/Long Term - December 2018 to February 2019
  - b. Local Agency Investment Fund (LAIF) Report as of December 31, 2018
  - c. Treasurer's Report as of December 31, 2018
4. Brokerage, Risk Management and Program Administration Services Agreement with Alliant Insurance Services
5. Safety and Risk Control Services Agreement with York Risk Services Group, Inc.
6. NCCSIF Conflict of Interest Code Final 2019

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

**Motion:** Gina Will

**Second:** Loree McCay

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

**F. GENERAL RISK MANAGEMENT ISSUES**

Mr. Marcus Beverly indicated that placing the General Risk Management at the beginning of the agenda rather than the usual Roundtable at the end would increase membership participation in discussions. Members can share topics and may find it valuable and worthwhile to attend meetings as opposed to just doing business of the organization.

Mr. Mike Simmons suggested setting a thirty-minute time limit for this agenda item.

The Committee discussed and is fine with having the open discussion at the beginning of the meeting to get members engaged. Chair Ehrenstrom stated that Program Administrators could send a reminder to the members to solicit topics prior to the meeting.

**G. ADMINISTRATION REPORTS**

**G.1. President's Report**

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



## **G.2. Program Administrator’s Report**

Mr. Beverly indicated that Alliant is working with the members on various renewal applications.

## **H. JPA BUSINESS**

### **H.1. Actuarial Services**

#### **H.1.a. Actuarial Services Transition to “Bickmore Actuarial”**

Mr. Mike Harrington discussed the change of services from York Risk Services Group, Inc. to “Bickmore Actuarial” to the Committee. Effective April 1, 2019, the Bickmore Actuarial Group will become a wholly independent entity and will no longer be part of York. Having the actuarial team operate as an independent group will eliminate any perceived conflicts by current and future York clients. The change is transparent, no change in staff, will have a California office, same phone number and the only change is the email address to @bickmoreactuarial.net.

*Action taken under Agenda Item H.1.b.*

#### **H.1.b. Actuarial Study for Workers’ Compensation Program**

Mr. Harrington provided a quick review of the draft Actuarial Study of the Workers’ Compensation program. A more in depth review will be provided at the April Board meeting. The total recommended funding for banking and shared risk layer is \$10,061,000 at the current 80% Confidence Level (CL). Overall, the rates have decreased 2.9%, from \$4.475 to \$4.346, with a 4% decrease in the Banking Layer and a 1.4% decrease for the Shared Layer.

Mr. Beverly noted correction on the report for FY 17/18 and FY 18/19 CL should be 80% and not 75%.

**A motion was made to accept the Draft Actuarial Study of the Self Insured Workers’ Compensation Program and Liability Program and to finalize the report for presentation to the Board of Directors as amended.**

**Motion:** Gina Will

**Second:** Cora Hall

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Hall, Solis, McCay, Lee

#### **H.1.c. Actuarial Study for Liability Program**

Mr. Harrington provided a quick review of the draft Actuarial Study of the Liability program. A more in depth review will be provided at the April Board meeting. The total recommended funding for banking and shared risk layer is \$4,585,000 at the current 80% CL. Payroll accounts for 7.8% of the increase in total funding, from \$166,878,805 last year to \$179,739,280. The rate at the 80% CL is \$2.551 per \$100 of payroll, compared to \$2.494 last year, an increase of 2.3%.





### **H.3.b. Annual Shared Risk Plan Adjustments - Alliant Insurance Services**

Mr. Beverly reviewed the plan adjustment calculation for the Liability Shared Risk Layer. The Fund is estimated to have available assets of \$8,298,000 as of June 30, 2019. This is \$2,924,000 above Outstanding Liabilities at the Expected Confidence Level (CL) and \$694,000 over Liabilities at the 90% CL. This is down from \$993,000 last year but still represents a significant improvement over 2017, when the Fund was (\$1,525,000) *below* the 90% CL and had remained below the benchmark for at least five years. The Fund has also maintained assets above its other target benchmark of Net Position at least 5 times the SIR of \$450,000 (\$2,250,000). The Program Administrator does not recommend a refund or assessment.

**After review and discussion, a motion was made to recommend to the Board to not issue refunds or assessments for the Shared Risk Plan Adjustments and to recommend funding at 80% Confidence Level for FY 19/20 Liability program.**

**Motion:** Kristine Haile                      **Second:** Gina Will                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

### **H.3.c. FY 19/20 Deposit Premium Calculations**

Mr. Beverly reviewed the FY 19/20 Deposit Premium calculation to the Committee. The total funding at the 80% CL is estimated at \$6,510,858, an increase of 10.4% over current funding at the 80% CL. The calculation worksheet has since been updated and three members, Cities of Colusa, Ione and Rio Vista, exceeded the 25% cap, by a total of \$7,412. This is preliminary numbers and is subject to change based on CJPRMA final premium cost. It was noted that a 19% increase is expected from the Excess Liability provider, CJPRMA, at the current \$500,000 SIR (Self Insured Retention). Mr. Beverly noted that CJPRMA is considering a higher SIR, \$750,000, offering but is still under consideration by their Board.

**A motion was made to recommend the funding level at 80% Confidence Level for the Liability program to the Board.**

**Motion:** Gina Will                      **Second:** Cora Hall                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

### **H.4. Property Renewal Strategy Discussion**

Mr. Beverly reported that Alliant was notified by the Underwriter that at least 50% rate increase is expected for NCCSIF member property coverage. The rate increase was primarily attributed to high loss ratio of NCCSIF property program in the past years and the compounding hard insurance market going into the renewal due to adverse loss development from fire devastation statewide.

Chair Ehrenstrom indicated that the City of Oroville has significantly increased their Total Insured Values (TIV) based on recent appraisals, further increasing premiums not just for her city but for



the rest of the members. Chair Ehrenstrom noted that she does not agree with AssetWorks appraisal methodology.

The Executive Committee discussed options available to help mitigate pending increases as follows:

- agree not to market the program for FY 19/20 due to 1) the lack of other insurance options and, 2) ongoing claim negotiations with current insurer
- work with claims to clean up loss run and negotiate with underwriter to minimize rate increase for the upcoming renewal
- explore higher deductible options - currently at \$5,000 for property; will present range up to \$25,000
- consider use of Member Banking Layer and/or Risk Management Reserves as a temporary source for funding claims between \$5,000 and a higher deductible if chosen by the group
- consider establishing a separate Banking Layer and/or Shared Layer for the property program

Mr. Tim Sailsbery directed the Program Administrator to send a notice to member cities in the property program outlining the renewal strategy as discussed.

**A motion was made not to market the property program for FY 19/20 and bring forth option as discussed to minimize the impact of expected rate increase for the members.**

**Motion:** Kristine Haile                      **Second:** Loree McCay                      **Motion Carried**  
**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

#### **H.5. FY 19/20 NCCSIF Administration Budget**

Mr. Beverly provided an overview of the preliminary FY 19/20 Administration Budget. The budget increases for service providers are based on current contracts. Mr. Beverly noted the State Fund Assessment was miscalculated and the Department of Industrial Relations issued a corrected invoice that resulted to a \$57,000 savings. With this correction, the budgeted increase of 15% from the actual corrected expense for FY 18/19, is essentially flat for next year. Overall, the budget increase is 2.4% over last year's budget.

Information only, no action taken.

#### **H.6. Claims Committee Membership Appointment**

The Executive Committee appointed the following members to serve on the Claims Committee for 2019:

1. Kristine Haile, City of Folsom
2. Cora Hall, City of Galt
3. Liz Ehrenstrom, City of Oroville



4. Gina Will, Town of Paradise
5. Tim Sailsbery, City of Willows

Mr. Beverly noted that the Vice President, Kristine Haile, would Chair this Committee.

**A motion was made to approve the five Executive Committee members to serve on the 2019 Claims Committee.**

**Motion:** Gina Will

**Second:** Jen Lee

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

### **H.7. York Risk Services Group, Inc. Claims Agreement Renewals**

#### **H.7.a. Workers' Compensation Claims Administration Services**

Mr. Beverly indicated that York has offered a three-year contract term keeping the annual fee flat at the current amount of \$638,092 per year. This is longer than the one-year extension planned to stagger the expiration dates of the contracts to provide ample time to conduct a request for proposals if needed. The general consensus of the Committee is to recommend the three-year contract term based on the flat contract pricing.

*Action taken under Agenda Item H.7.b.*

#### **H.7.b. Liability Claims Administration Services**

Mr. Beverly indicated that York has offered a two-year extension which is in line with the contract schedule staggering renewal schedule. The proposed fee structure is changing from an hourly rate for time and expenses to a flat fee of \$247,934 for FY 19/20 and \$254,132 for FY 20/21 with an hourly rate only for scene inspections, plus expenses for those and other outside expenses, for an average cost of \$400,000 a year. Currently, the time and expense are billed to the file and adjusted accordingly by the Accountant.

Ms. Dori Zumwalt confirmed the admin fee is included in the flat fee pricing and six licenses for user access to the Focus Claims system.

The Committee discussed what would be applicable reimbursement from the excess provider, CJPRMA, if the pool move to a flat fee arrangement with York.

Mr. Tom Baber stated that York can provide a time and expense report.

The Committee directed the Program Administrators to confirm with CJPRMA if time and expense report is acceptable form to get credit toward the CJPRMA SIR.



**A motion was made to recommend approval of the three-year contract term for the Workers' Compensation Claims Administration Agreement based on the flat renewal pricing to the Board; and to table the Liability Claims Administration Agreement for further discussion at the April Board meeting until Program Administrators confirms with CJPRMA that there are no impediments to switching to flat fee.**

**Motion:** Kristine Haile

**Second:** Cora Hall

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Will, Hall, McCay, Lee

**J. INFORMATION ITEMS**

1. NCCSIF Organizational Chart
2. NCCSIF 2019 Meeting Calendar
3. NCCSIF Travel Reimbursement

There was no discussion on these items.

**I. ADJOURNMENT**

This meeting was adjourned at 12:10 p.m.

**NEXT MEETING DATE:** May 16, 2019 in Rocklin, CA

Respectfully Submitted,

\_\_\_\_\_  
Gina Will, Secretary

\_\_\_\_\_  
Date



**MINUTES OF THE  
NCCSIF EXECUTIVE COMMITTEE SPECIAL MEETING  
VIA TELECONFERENCE  
MAY 9, 2019**

**COMMITTEE MEMBERS PRESENT**

Liz Ehrenstrom, City of Oroville - President (**Chair**)  
Kristine Haile, City of Folsom - Vice President  
Tim Sailsbery, City of Willows - Treasurer  
Elisa Arteaga, City of Gridley  
Veronica Rodriguez, City of Lincoln  
Jen Lee, City of Rio Vista

**COMMITTEE MEMBERS ABSENT**

Gina Will, Town of Paradise - Secretary and CJPRMA Board Representative  
Cora Hall, City of Galt  
Loree McCay, City of Nevada City

**CONSULTANTS & GUESTS**

Raychelle Maranan, Alliant Insurance Services  
Dori Zumwalt, York Risk Services Group  
Jill Petrarca, York Risk Services Group  
Alex Davis, York Risk Services Group

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at 1:36 p.m.

**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

**Second:** Elisa Arteaga

**Motion Carried**

**Ayes:** Ehrenstrom, Haile, Sailsbery, Arteaga, Rodriguez, Lee

**D. PUBLIC COMMENTS**

No public comments were made.

**E. CLOSED SESSION**

Pursuant to Government Code Section 54956.95, the Committee recessed to closed session at 1:38 p.m. to discuss the following claim:

Liability:

1. Burke v. City of Folsom
2. Han, et. Al. v. City of Folsom

The meeting resumed to open session at 1:59 p.m.

**F. REPORT FROM CLOSED SESSION**

Chair Ehrenstrom indicated no reportable action is necessary as direction was given to the Claims Administrators for the claims referenced above.

**G. ADJOURNMENT**

This meeting was adjourned at 2:00 p.m.

Respectfully Submitted,

\_\_\_\_\_  
Gina Will, Secretary

\_\_\_\_\_  
Date

**Company Name:** NCCSIF  
**Report Name:** NCCSIF Check Register Board Report  
**Created On:** 3/28/2019

Check#	Date	Vendor	Account Title	Account Memo	Amount
11545	3/5/2019	Liz Ehrenstrom	Board Meetings	52503 2/21/19 PRMC Mtg	69.60
11546	3/5/2019	Cole Pro Media, LLC	Risk Mgmt Comm Services	52201 2/21/19 Crisis Communications Training	1,000.00
11547	3/5/2019	Raychelle Maranan	Risk Mgmt Comm Services	52201 Catering Reimb from 2/21/19 PRMC Mtg	426.76
11548	3/5/2019	James Marta & Co.	Accounting Services	52403 Monthly Accounting Svcs	8,500.00
11549	3/5/2019	CAM, Inc.	Investment Income	44040 Feb-19	4,486.93
11550	3/21/2019	ARC Health and Wellness	Risk Mgmt Comm Mtg Exp	52202 Dec 2018 fire fighter wellness exams	12,143.69
11551	3/21/2019	York Risk Svcs Group, Inc.	Claims Admin - Liability	51135 February 2019 Liab Service Fees	21,601.10
11552	3/21/2019	Alliant Insurance Svcs	Program Admin Fee	52401 Monthly Consulting Services	25,798.00
11553	3/21/2019	Bickmore Risk Svcs Inc.	Actuarial Services	52104 19/20 Actuarial Review	10,080.00
			On Site	52204 Safety and Risk Ctrl Svcs - Mar 2019	14,726.66
11554	3/21/2019	Gibbons and Conley	Legal Services	52103 February 2019 General Matters	1,291.50
11555	3/21/2019	City of Dixon	Seminars and PARMA	52207 2019 PARMA Ancheta and Stalie	3,375.14
11556	3/21/2019	City of Folsom	Seminars and PARMA	52207 2018 FMLA-CFRA Bandy	599.64
11557	3/21/2019	City of Oroville	Seminars and PARMA	52207 2019 PARMA Ehrenstrom	1,506.20
11558	3/21/2019	City of Rocklin	Risk Mgmt Comm Services	52201 3.5.19 RM Catering Reimb	580.31
11559	3/21/2019	Gina Will	Member Travel	52502 3.14.19 EC and CC Mtg	92.80
11560	3/21/2019	Kristine Haile	Member Travel	52502 3.14.19 EC and CC Mtg	16.24
11561	3/21/2019	Liz Ehrenstrom	Member Travel	52502 3.14.19 EC and CC Mtg	69.60
11562	3/21/2019	Loree McCay	Member Travel	52502 3.14.19 EC and CC Mtg	39.44
11563	3/21/2019	Raychelle Maranan	Executive Committee	52501 Catering Reimb from 3.14.19 EC and CC Mtgs	300.34
11564	3/21/2019	Elk Grove Police Dept	Safety Contingency	52209 Wellness Program	3,030.00

**Company Name:** NCCSIF  
**Report Name:** NCCSIF Check Register Board Report  
**Created On:** 4/29/2019

Check#	Date	Vendor	Account Title	Account	Memo	Amount
11565	4/5/2019	Jen Lee	Member Travel	52502	3/14/19 EC and CC Mtgs	79.34
11566	4/5/2019	Jackson Lewis P.C.	Risk Mgmt Comm Services	52201	Guest speaker BOD Mtg 12/13/18	1,773.90
11567	4/5/2019	James Marta & Co. LLP	Accounting Services	52403	Mar-19	8,500.00
11568	4/5/2019	York Risk Svcs Group, Inc.	Claims Admin - Liability	51135	March 2019 Liab Service Fees	19,836.62
11569	4/5/2019	Alliant Insurance Svcs	Program Admin Fee	52401	Monthly Consulting Services	25,798.00
11570	4/5/2019	Bickmore Risk Svcs Inc.	On Site	52204	Safety and Risk Ctrl Svcs - Apr 2019	14,726.67
11571	4/5/2019	CAM, Inc.	Investment Income	44040	Mar-19	4,509.07
11572	4/19/2019	Gibbons and Conley	Legal Services	52103	March 2019 General Matters	1,309.43
11573	4/19/2019	Bickmore Risk Svcs Inc.	Safety Grant Funds	54200	Risk Mgmt for City of Folsom	9,000.00
11574	4/19/2019	Farley Consulting Svcs	Claims Audit	52101	WC Claims Audit-2019	11,200.00



# Northern CA Cities Self Ins. Fund Short Term - Account #170

## MONTHLY ACCOUNT STATEMENT

MARCH 1, 2019 THROUGH MARCH 31, 2019

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

### Custodian

Bank of New York Mellon  
Lauren Dehner  
(904) 645-1918

**CHANDLER ASSET MANAGEMENT**  
chandlerasset.com

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	2.32
Average Coupon	2.06%
Average Purchase YTM	2.15%
Average Market YTM	2.46%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.58 yrs
Average Life	2.44 yrs

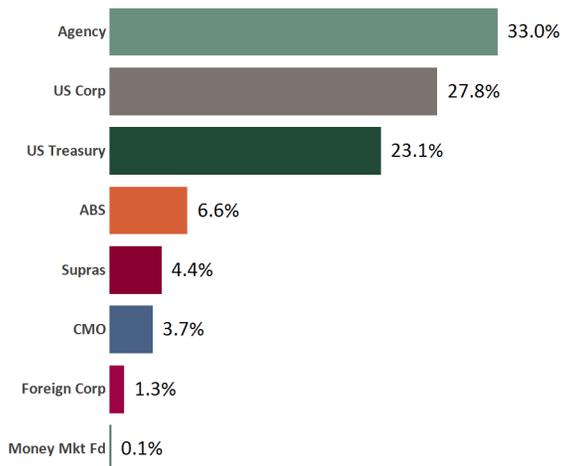
**ACCOUNT SUMMARY**

	Beg. Values as of 2/28/19	End Values as of 3/31/19
Market Value	26,018,487	26,224,243
Accrued Interest	109,447	106,680
<b>Total Market Value</b>	<b>26,127,933</b>	<b>26,330,923</b>
Income Earned	45,253	46,891
Cont/WD		0
Par	26,315,516	26,358,176
Book Value	26,255,546	26,304,325
Cost Value	26,227,998	26,273,116

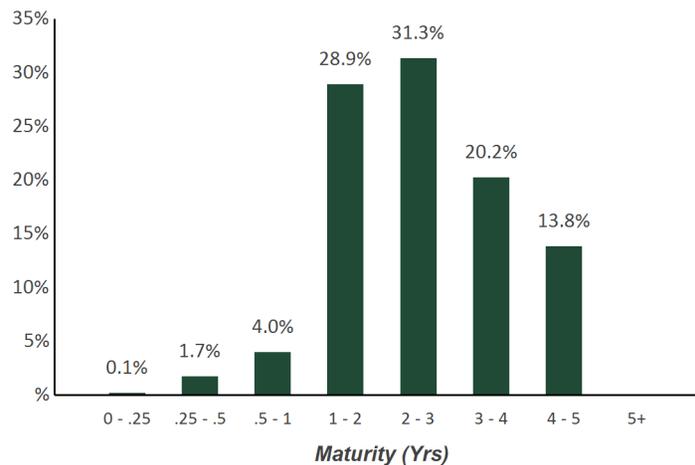
**TOP ISSUERS**

Government of United States	23.1%
Federal National Mortgage Assoc	17.5%
Federal Home Loan Mortgage Corp	9.8%
Federal Home Loan Bank	9.4%
Inter-American Dev Bank	3.7%
Honda ABS	1.9%
John Deere ABS	1.5%
Deere & Company	1.5%
<b>Total</b>	<b>68.4%</b>

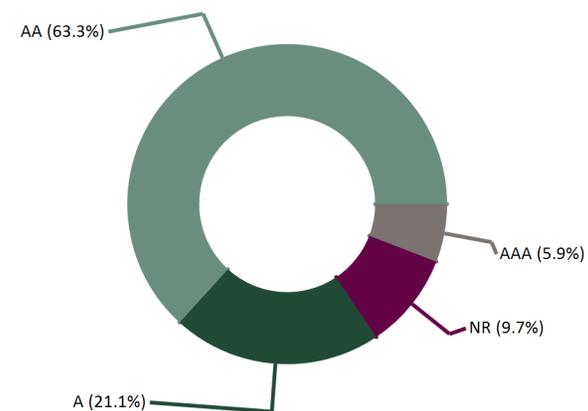
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	12/31/1997
Northern CA Cities Self Ins. Fund Short Term	0.78%	1.43%	1.43%	3.41%	1.78%	1.26%	1.51%	1.87%	3.82%
ICE BAML 1-5 Yr US Treasury/Agency Index	0.85%	1.21%	1.21%	3.14%	1.52%	0.98%	1.29%	1.49%	3.50%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	0.86%	1.34%	1.34%	3.28%	1.62%	1.11%	1.40%	1.83%	3.61%

# Statement of Compliance

As of March 31, 2019



## Northern California Cities Self-Insurance Fund - Short Term

The portfolio complies with state law and with the Client's investment policy.

Category	Standard	Comment
Treasury Issues	No limitation	Complies
US Agencies	No limitation	Complies
Supranationals	Issued by IBRD, IFC or IADB only; "AA" rated or better by S&P or Moody's; 30% maximum; 5 years max maturity	Complies
Municipal Securities	5 years max maturity	Complies
Asset-backed/MBS/CMOs	20% maximum; AA by S&P or Moody; 5 years max maturity	Complies
Banker's Acceptances	40% maximum; 180 days max maturity	Complies
Commercial Paper	A1/P1 by S&P or Moody's ; 25% maximum; 270 days max maturity	Complies
Medium Term Notes	30% maximum; A rated by S&P or Moody's; 5 years max maturity	Complies
Money Market Acct	20% maximum; AAA by S&P and Moody's	Complies
Mutual Funds	20% maximum; AAA	Complies
Negotiable CDs	30% maximum; 5 years max maturity	Complies
Time Certificates of Deposit	5 years max maturity	Complies
LAIF	\$50 million	Complies
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	Complies
CMOs with collateral not specifically GNMA, FHLMC, FNMA	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Futures and Options	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
Max Per Issuer	5% per issuer (except US Treasury and US Agency issuers)	Complies
Maximum Maturity	10 years	Complies

## Reconciliation Summary

As of March 31, 2019



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$26,255,545.84</b>
<b>Acquisition</b>		
+ Security Purchases	\$800,180.35	
+ Money Market Fund Purchases	\$195,999.17	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$996,179.52</b>
<b>Dispositions</b>		
- Security Sales	\$399,143.00	
- Money Market Fund Sales	\$399,972.90	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$65,000.00	
- Principal Paydowns	\$84,365.88	
<b>Total Dispositions</b>		<b>\$948,481.78</b>
<b>Amortization/Accretion</b>		
+/- Net Accretion	\$1,959.74	
		\$1,959.74
<b>Gain/Loss on Dispositions</b>		
+/- Realized Gain/Loss	(\$878.02)	
		(\$878.02)
<b>ENDING BOOK VALUE</b>		<b>\$26,304,325.30</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$241,930.46</b>
<b>Acquisition</b>		
Contributions	\$0.00	
Security Sale Proceeds	\$399,143.00	
Accrued Interest Received	\$2,264.86	
Interest Received	\$45,774.97	
Dividend Received	\$262.49	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$65,000.00	
Interest from Calls/Redemption	\$595.83	
Principal Paydown	\$84,365.88	
<b>Total Acquisitions</b>	<b>\$597,407.03</b>	
<b>Dispositions</b>		
Withdrawals	\$0.00	
Security Purchase	\$800,180.35	
Accrued Interest Paid	\$1,200.41	
<b>Total Dispositions</b>	<b>\$801,380.76</b>	
<b>ENDING BOOK VALUE</b>		<b>\$37,956.73</b>



# Northern Cal. Cities Self Ins. Fund Long Term - Account #171

## MONTHLY ACCOUNT STATEMENT

MARCH 1, 2019 THROUGH MARCH 31, 2019

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

### Custodian

Bank of New York Mellon  
Lauren Dehner  
(904) 645-1918

**CHANDLER ASSET MANAGEMENT**  
chandlerasset.com

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	3.32
Average Coupon	2.32%
Average Purchase YTM	2.34%
Average Market YTM	2.47%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.63 yrs
Average Life	3.56 yrs

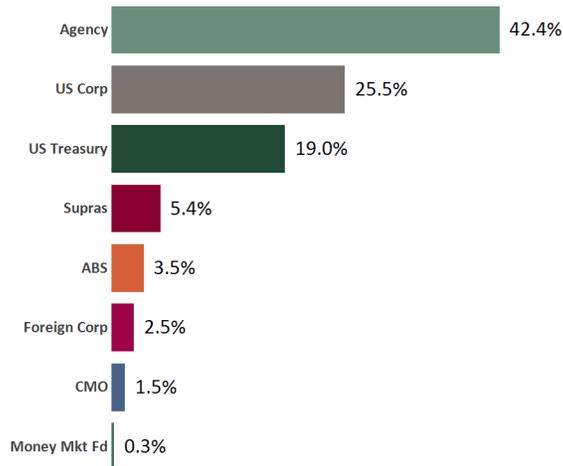
**ACCOUNT SUMMARY**

	Beg. Values as of 2/28/19	End Values as of 3/31/19
Market Value	26,911,381	27,251,747
Accrued Interest	154,114	132,448
<b>Total Market Value</b>	<b>27,065,495</b>	<b>27,384,195</b>
Income Earned	51,864	53,316
Cont/WD		0
Par	27,226,922	27,294,962
Book Value	27,169,213	27,245,035
Cost Value	27,191,427	27,268,403

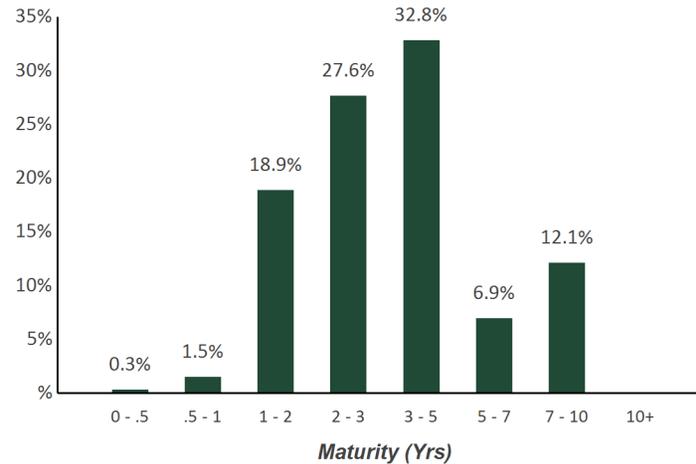
**TOP ISSUERS**

Federal Home Loan Bank	19.0%
Government of United States	19.0%
Federal National Mortgage Assoc	13.4%
Federal Home Loan Mortgage Corp	6.1%
Tennessee Valley Authority	5.4%
Inter-American Dev Bank	4.7%
John Deere ABS	1.7%
State Street Bank	1.5%
<b>Total</b>	<b>70.7%</b>

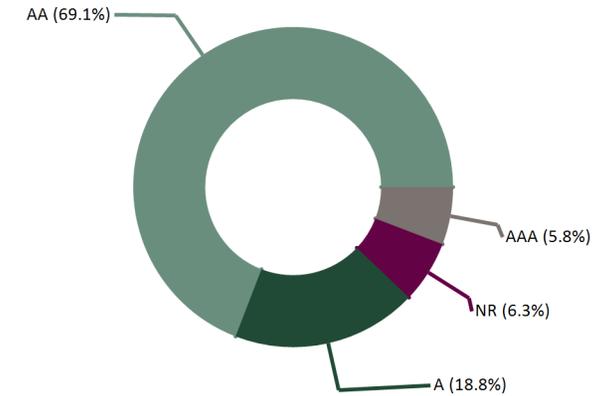
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	Annualized									
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	5/31/2006	
Northern Cal. Cities Self Ins. Fund Long Term	1.18%	1.94%	1.94%	4.05%	2.11%	1.37%	2.08%	2.58%	3.71%	
ICE BAML 1-10 Yr US Treasury/Agency Index	1.19%	1.56%	1.56%	3.74%	1.79%	0.99%	1.70%	2.03%	3.33%	
ICE BAML 1-10 Yr US Corporate/Govt Rated AAA-A Idx	1.24%	1.93%	1.93%	4.06%	2.06%	1.32%	1.96%	2.73%	3.49%	

# Statement of Compliance

As of March 31, 2019



## Northern California Cities Self-Insurance Fund - Long Term

The portfolio complies with state law and with the Client's investment policy.

Category	Standard	Comment
Treasury Issues	No limitation	Complies
US Agencies	No limitation	Complies
Supranationals	Issued by IBRD, IFC or IADB only; "AA" rated or better by S&P or Moody; 30% maximum; 5 years max maturity	Complies
Municipal Securities	5 years max maturity	Complies
Asset-backed/MBS/CMOs	20% maximum; AA by S&P or Moody; 5 years max maturity	Complies
Banker's Acceptances	40% maximum; 180 days max maturity	Complies
Commercial Paper	A1/P1 by S&P or Moody ; 25% maximum; 270 days max maturity	Complies
Medium Term Notes	30% maximum; A rated by S&P or Moody's; 5 years max maturity	Complies
Money Market Acct	20% maximum; AAA by S&P and Moody	Complies
Mutual Funds	20% maximum; AAA	Complies
Negotiable CDs	30% maximum; 5 years max maturity	Complies
Time Certificates of Deposit	5 years max maturity	Complies
LAIF	\$50 million	Complies
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	Complies
CMOs with collateral not specifically GNMA, FHLMC, FNMA	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Futures and Options	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
Max Per Issuer	5% (except US Treasury and US Agency issuers)	Complies
Maximum Maturity	10 years	Complies

## Reconciliation Summary

As of March 31, 2019



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$27,169,212.52</b>
<b>Acquisition</b>		
+ Security Purchases	\$366,807.60	
+ Money Market Fund Purchases	\$404,051.47	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$770,859.07</b>
<b>Dispositions</b>		
- Security Sales	\$175,382.81	
- Money Market Fund Sales	\$371,707.60	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$85,000.00	
- Calls	\$0.00	
- Principal Paydowns	\$64,303.45	
<b>Total Dispositions</b>		<b>\$696,393.86</b>
<b>Amortization/Accretion</b>		
+/- Net Accretion	\$516.41	
		\$516.41
<b>Gain/Loss on Dispositions</b>		
+/- Realized Gain/Loss	\$841.12	
		\$841.12
<b>ENDING BOOK VALUE</b>		<b>\$27,245,035.26</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$48,897.60</b>
<b>Acquisition</b>		
Contributions	\$0.00	
Security Sale Proceeds	\$175,382.81	
Accrued Interest Received	\$1,560.86	
Interest Received	\$77,505.57	
Dividend Received	\$298.78	
Principal on Maturities	\$85,000.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$64,303.45	
<b>Total Acquisitions</b>	<b>\$404,051.47</b>	
<b>Dispositions</b>		
Withdrawals	\$0.00	
Security Purchase	\$366,807.60	
Accrued Interest Paid	\$4,900.00	
<b>Total Dispositions</b>	<b>\$371,707.60</b>	
<b>ENDING BOOK VALUE</b>		<b>\$81,241.47</b>



# Northern CA Cities Self Ins. Fund Short Term - Account #170

## MONTHLY ACCOUNT STATEMENT

APRIL 1, 2019 THROUGH APRIL 30, 2019

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

### Custodian

Bank of New York Mellon  
Lauren Dehner  
(904) 645-1918

**CHANDLER ASSET MANAGEMENT**  
chandlerasset.com

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	2.36
Average Coupon	2.10%
Average Purchase YTM	2.19%
Average Market YTM	2.47%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.63 yrs
Average Life	2.48 yrs

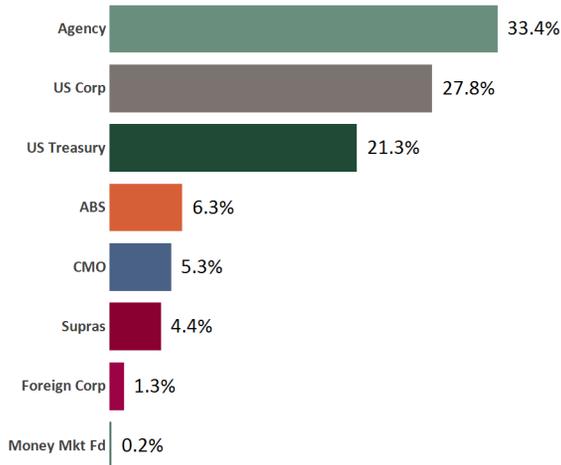
**ACCOUNT SUMMARY**

	Beg. Values as of 3/31/19	End Values as of 4/30/19
Market Value	26,224,243	26,256,896
Accrued Interest	106,680	123,878
<b>Total Market Value</b>	<b>26,330,923</b>	<b>26,380,774</b>
Income Earned	46,891	47,160
Cont/WD		-562
Par	26,358,176	26,375,186
Book Value	26,304,325	26,326,698
Cost Value	26,273,116	26,296,792

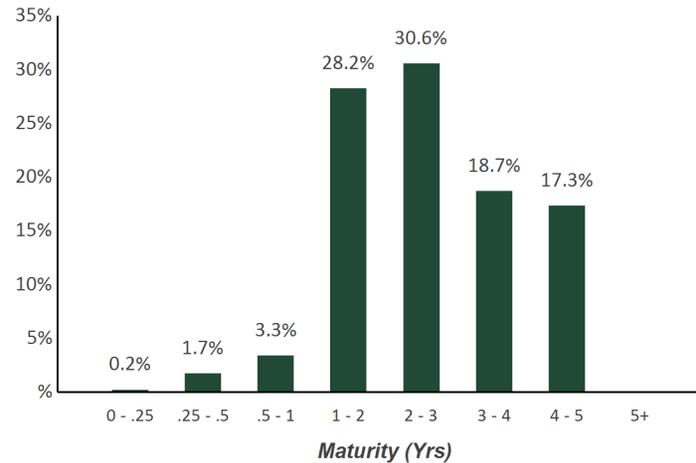
**TOP ISSUERS**

Government of United States	21.3%
Federal National Mortgage Assoc	17.2%
Federal Home Loan Bank	11.2%
Federal Home Loan Mortgage Corp	10.3%
Inter-American Dev Bank	3.7%
Honda ABS	1.9%
John Deere ABS	1.5%
Deere & Company	1.4%
<b>Total</b>	<b>68.6%</b>

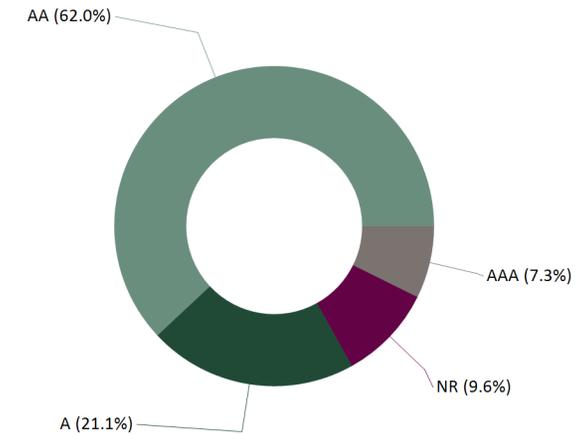
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	Annualized								
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	12/31/1997
Northern CA Cities Self Ins. Fund Short Term	0.19%	1.12%	1.63%	3.82%	1.71%	1.31%	1.49%	1.86%	3.81%
ICE BAML 1-5 Yr US Treasury/Agency Index	0.16%	1.05%	1.37%	3.66%	1.44%	1.04%	1.27%	1.53%	3.49%
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	0.17%	1.10%	1.51%	3.76%	1.55%	1.16%	1.38%	1.82%	3.60%

# Statement of Compliance

As of April 30, 2019



## Northern California Cities Self-Insurance Fund - Short Term

The portfolio complies with state law and with the Client's investment policy.

Category	Standard	Comment
Treasury Issues	No limitation	Complies
US Agencies	No limitation	Complies
Supranationals	Issued by IBRD, IFC or IADB only; "AA" rated or better by S&P or Moody's; 30% maximum; 5 years max maturity	Complies
Municipal Securities	5 years max maturity	Complies
Asset-backed/MBS/CMOs	20% maximum; AA by S&P or Moody's; 5 years max maturity	Complies
Banker's Acceptances	40% maximum; 180 days max maturity	Complies
Commercial Paper	A1/P1 by S&P or Moody's ; 25% maximum; 270 days max maturity	Complies
Medium Term Notes	30% maximum; A rated by S&P or Moody's; 5 years max maturity	Complies
Money Market Acct	20% maximum; AAA by S&P and Moody's	Complies
Mutual Funds	20% maximum; AAA	Complies
Negotiable CDs	30% maximum; 5 years max maturity	Complies
Time Certificates of Deposit	5 years max maturity	Complies
LAIF	\$50 million	Complies
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	Complies
CMOs with collateral not specifically GNMA, FHLMC, FNMA	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Futures and Options	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
Max Per Issuer	5% per issuer (except US Treasury and US Agency issuers)	Complies
Maximum Maturity	10 years	Complies

## Reconciliation Summary

As of April 30, 2019



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$26,304,325.30</b>
<b>Acquisition</b>		
+ Security Purchases	\$928,073.09	
+ Money Market Fund Purchases	\$440,911.92	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$1,368,985.01</b>
<b>Dispositions</b>		
- Security Sales	\$822,519.47	
- Money Market Fund Sales	\$428,861.17	
- MMF Withdrawals	\$562.50	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$89,478.44	
<b>Total Dispositions</b>		<b>\$1,341,421.58</b>
<b>Amortization/Accretion</b>		
+/- Net Accretion	\$1,835.44	
		\$1,835.44
<b>Gain/Loss on Dispositions</b>		
+/- Realized Gain/Loss	(\$7,025.82)	
		(\$7,025.82)
<b>ENDING BOOK VALUE</b>		<b>\$26,326,698.35</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$37,956.73</b>
<b>Acquisition</b>		
Contributions	\$0.00	
Security Sale Proceeds	\$822,519.47	
Accrued Interest Received	\$2,236.76	
Interest Received	\$28,222.99	
Dividend Received	\$204.54	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$89,478.44	
<b>Total Acquisitions</b>	<b>\$942,662.20</b>	
<b>Dispositions</b>		
Withdrawals	\$562.50	
Security Purchase	\$928,073.09	
Accrued Interest Paid	\$2,538.36	
<b>Total Dispositions</b>	<b>\$931,173.95</b>	
<b>ENDING BOOK VALUE</b>		<b>\$49,444.98</b>



# Northern Cal. Cities Self Ins. Fund Long Term - Account #171

## MONTHLY ACCOUNT STATEMENT

APRIL 1, 2019 THROUGH APRIL 30, 2019

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

### Custodian

Bank of New York Mellon  
Lauren Dehner  
(904) 645-1918

**CHANDLER ASSET MANAGEMENT**  
chandlerasset.com

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	3.33
Average Coupon	2.35%
Average Purchase YTM	2.37%
Average Market YTM	2.49%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.64 yrs
Average Life	3.58 yrs

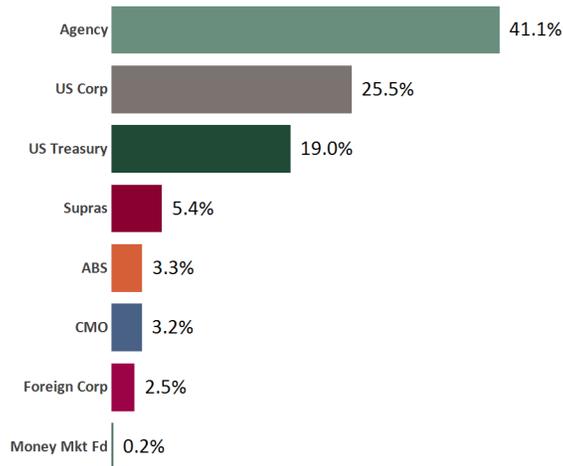
**ACCOUNT SUMMARY**

	Beg. Values as of 3/31/19	End Values as of 4/30/19
Market Value	27,251,747	27,262,722
Accrued Interest	132,448	152,373
<b>Total Market Value</b>	<b>27,384,195</b>	<b>27,415,095</b>
Income Earned	53,316	53,307
Cont/WD		0
Par	27,294,962	27,317,789
Book Value	27,245,035	27,271,902
Cost Value	27,268,403	27,296,334

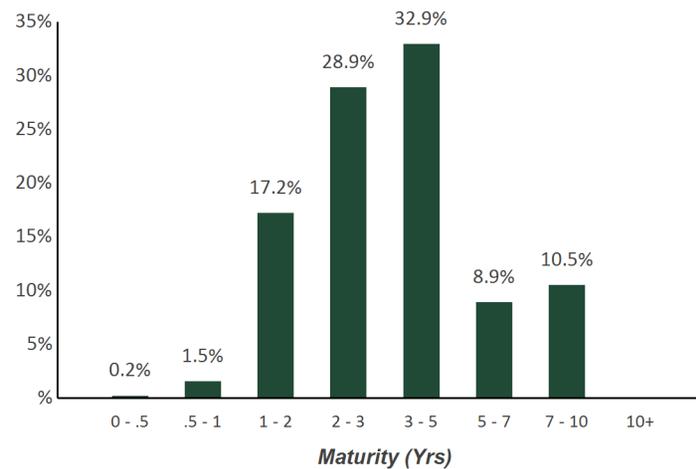
**TOP ISSUERS**

Federal Home Loan Bank	19.4%
Government of United States	19.0%
Federal National Mortgage Assoc	11.7%
Federal Home Loan Mortgage Corp	7.9%
Tennessee Valley Authority	5.4%
Inter-American Dev Bank	4.7%
John Deere ABS	1.6%
State Street Bank	1.5%
<b>Total</b>	<b>71.1%</b>

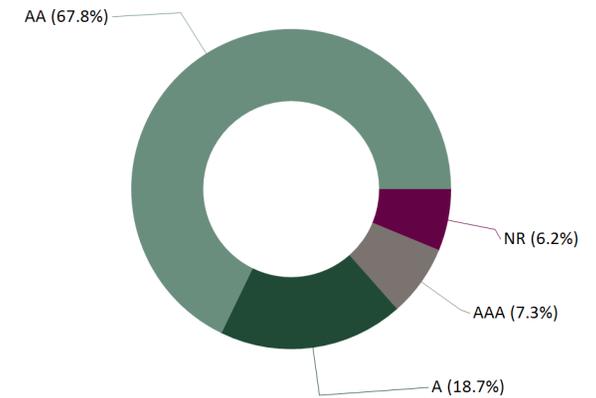
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	Annualized									
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	5/31/2006	
Northern Cal. Cities Self Ins. Fund Long Term	0.11%	1.40%	2.06%	4.57%	1.90%	1.40%	2.00%	2.61%	3.69%	
ICE BAML 1-10 Yr US Treasury/Agency Index	0.05%	1.18%	1.61%	4.35%	1.56%	1.01%	1.63%	2.11%	3.31%	
ICE BAML 1-10 Yr US Corporate/Govt Rated AAA-A Idx	0.12%	1.40%	2.05%	4.70%	1.85%	1.32%	1.89%	2.74%	3.47%	

# Statement of Compliance

As of April 30, 2019



## Northern California Cities Self-Insurance Fund - Long Term

The portfolio complies with state law and with the Client's investment policy.

Category	Standard	Comment
Treasury Issues	No limitation	Complies
US Agencies	No limitation	Complies
Supranationals	Issued by IBRD, IFC or IADB only; "AA" rated or better by S&P or Moody; 30% maximum; 5 years max maturity	Complies
Municipal Securities	5 years max maturity	Complies
Asset-backed/MBS/CMOs	20% maximum; AA by S&P or Moody's; 5 years max maturity	Complies
Banker's Acceptances	40% maximum; 180 days max maturity	Complies
Commercial Paper	A1/P1 by S&P or Moody's ; 25% maximum; 270 days max maturity	Complies
Medium Term Notes	30% maximum; A rated by S&P or Moody's; 5 years max maturity	Complies
Money Market Acct	20% maximum; AAA by S&P and Moody's	Complies
Mutual Funds	20% maximum; AAA	Complies
Negotiable CDs	30% maximum; 5 years max maturity	Complies
Time Certificates of Deposit	5 years max maturity	Complies
LAIF	\$50 million	Complies
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	Complies
CMOs with collateral not specifically GNMA, FHLMC, FNMA	Prohibited	Complies
Reverse Repos	Prohibited	Complies
Futures and Options	Prohibited	Complies
Inverse floaters	Prohibited	Complies
Range notes	Prohibited	Complies
Max Per Issuer	5% (except US Treasury and US Agency issuers)	Complies
Maximum Maturity	10 years	Complies

## Reconciliation Summary

As of April 30, 2019



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$27,245,035.26</b>
<b>Acquisition</b>		
+ Security Purchases	\$608,083.51	
+ Money Market Fund Purchases	\$448,775.60	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$1,056,859.11</b>
<b>Dispositions</b>		
- Security Sales	\$467,970.00	
- Money Market Fund Sales	\$479,315.43	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$76,634.05	
<b>Total Dispositions</b>		<b>\$1,023,919.48</b>
<b>Amortization/Accretion</b>		
+/- Net Accretion	\$441.30	
		\$441.30
<b>Gain/Loss on Dispositions</b>		
+/- Realized Gain/Loss	(\$6,514.05)	
		(\$6,514.05)
<b>ENDING BOOK VALUE</b>		<b>\$27,271,902.14</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$81,241.47</b>
<b>Acquisition</b>		
Contributions	\$0.00	
Security Sale Proceeds	\$467,970.00	
Accrued Interest Received	\$2,830.21	
Interest Received	\$31,159.90	
Dividend Received	\$232.81	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$76,634.05	
<b>Total Acquisitions</b>	<b>\$578,826.97</b>	
<b>Dispositions</b>		
Withdrawals	\$0.00	
Security Purchase	\$608,083.51	
Accrued Interest Paid	\$1,283.29	
<b>Total Dispositions</b>	<b>\$609,366.80</b>	
<b>ENDING BOOK VALUE</b>		<b>\$50,701.64</b>



BETTY T. YEE  
California State Controller

LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE

Agency Name NO CAL CITIES SELF INSUR FUND  
Account Number 35-11-001

As of 04/15/2019, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2019.

Earnings Ratio		.00006976322349099
Interest Rate		2.55%
Dollar Day Total	\$	750,090,943.36
Quarter End Principal Balance	\$	8,093,690.95
Quarterly Interest Earned	\$	52,328.76

**7009**



**Northern California Cities Self Insurance Fund**

*c/o Alliant Insurance Services, Inc.  
Corporate Insurance License No. 0C36861*

*Main Location: 2180 Harvard Street, Suite 460, Sacramento, CA 95815 \* (916) 643-2700 \* Facsimile: (916) 643-2750  
Accounting Location: Mr. James Marta, James Marta & Company, 701 Howe Avenue, Suite E3, Sacramento, CA 95825 \* (916) 993-9494*

**NCCSIF  
INVESTMENT REPORT  
FOR THE QUARTER ENDING MARCH 31, 2019**

	<u>MARKET VALUE</u>
CASH:	
(1)    Tri Counties Checking	\$ 101,789.34
(2)    Local Agency Inv Fund (LAIF)	<u>8,093,690.95</u>
Total Cash	<u>8,195,480.29</u>
INVESTMENTS (Unrestricted):	
(3)    Chandler Investments	
Account no. 170	26,224,243.00
Account no. 171	<u>27,251,747.00</u>
Total Unrestricted Investments	<u>53,475,990.00</u>
TOTAL CASH AND INVESTMENTS	<u><u>\$61,671,470.29</u></u>

- (1) This consists of one checking account and two pass-thru accounts (liability and workers comp claims).
- (2) The LAIF rate of return as of quarter ended March 31, 2019 2.39%
- (3) See attached Investment Activity Reports.

THIS PORTFOLIO IS IN COMPLIANCE WITH NCCSIF'S INVESTMENT POLICY AND IS LIQUID ENOUGH TO MEET EXPECTED CASH FLOW NEEDS OVER THE NEXT SIX MONTHS.

\_\_\_\_\_  
Tim Sailsbery, Treasurer

\_\_\_\_\_  
Date

*A Joint Powers Authority*

*Members: Cities of Anderson, Auburn, Colusa, Corning, Dixon, Elk Grove, Folsom, Galt, Gridley, Ione, Jackson, Lincoln, Marysville, Nevada City, Oroville, Town of Paradise, Placerville, Red Bluff, Rio Vista, Rocklin, Willows and Yuba City.*



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Executive Committee Meeting  
May 30, 2019**

**Agenda Item E.**

## **GENERAL RISK MANAGEMENT ISSUES**

### **INFORMATION ITEM**

**ISSUE:** The floor will be open to the Committee for discussion.

**RECOMMENDATION:** None.

**FISCAL IMPACT:** None.

**BACKGROUND:** This is an opportunity for Committee members to ask questions or raise issues on risk exposures common to the members.

**ATTACHMENT(S):** None.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Executive Committee Meeting  
May 30, 2019**

**Agenda Item G.1.**

## **ACTUARIAL SERVICES AGREEMENT**

### **ACTION ITEM**

**ISSUE:** Bickmore Actuarial has provided the attached Actuarial Services Engagement Letter for Fiscal Years 19/20, 20/21 and 21/22. The total fees include a subsidy of \$2,000 from EIA for the Workers' Compensation study.

**RECOMMENDATION:** Authorize the NCCSIF President to sign the attached Engagement Letter.

**FISCAL IMPACT:** The Engagement Letter contains the *net* pricing for three years, \$13,060 for FY 19/20, \$13,420 for FY 20/21, and \$13,800 for FY 21/22. This represents a 2.8% increase each year from the net annual pricing.

**BACKGROUND:** Bickmore Actuarial, formerly Bickmore, has been providing actuarial services to NCCSIF since 2003.

**ATTACHMENT(S):** Actuarial Services Engagement Letter, May 15, 2019

May 15, 2019

Mr. Marcus Beverly  
Pool Administrator  
Northern California Cities Self Insurance Fund  
c/o Alliant Insurance Services, Inc.  
1792 Tribute Road, Suite 450  
Sacramento, CA 95815

RE: Actuarial Services Engagement Letter

Dear Mr. Beverly:

Thank you for the opportunity to provide actuarial services to the Northern California Cities Self Insurance Fund (NCCSIF). The following is a brief outline of our understanding of the scope of work to be performed and our fees.

NCCSIF is seeking professional actuarial advice with regard to its self-insured workers' compensation and liability programs. The objectives of the studies are to provide a projection of outstanding liabilities and claim costs. Each report will include the following items:

- Provide a projection of outstanding losses and loss adjustment expenses for all preceding fiscal years as of June 30 of the current fiscal year end. The outstanding losses and loss adjustment expenses are to be stated at the expected level, as well as at various confidence levels.
- Provide a projection of program assets to the current fiscal year end for comparison with the outstanding liabilities to determine the program funding surplus or deficit at the expected level, as well as at various confidence levels.
- Provide program funding levels for the next program year at the expected level, as well as at various confidence levels.
- Provide appropriate rates for claims incurred during the next program year at the expected level, as well as at various confidence levels.
- Each of the estimates specified above will be provided on both discounted and full value bases.
- Each of the estimates specified above will be provided separately for the banking layer and the pooling layer.

- Estimates of the program’s cash flow requirements for a given number of fiscal years, separately identified for each accident year.
- Provide a statement of compliance with GASB #10 and GASB #30.
- Optional: Provide an update of program liabilities at June 30 of the current fiscal year end based upon loss data valued as of June 30.

We will agree to complete the scope of work discussed above for the following fees:

<u>Project Component</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>
WC 12/31 Study	\$6,190	\$6,340	\$6,500
Less CSAC Subsidy	<2,000>	<2,000>	<2,000>
Liability 12/31 Study	6,190	6,340	6,500
Total Fees (Standard Studies Only)	\$10,380	\$10,680	\$11,000
WC 6/30 Update (optional)	1,340	1,370	1,400
Liability 6/30 Update (optional)	1,340	1,370	1,400
Total Fees (Including Updates)	\$13,060	\$13,420	\$13,800

The fees above include one in-person meeting presentation. Additional personal visits will be billed at a rate of \$500 plus travel related expenses. Should other services beyond the scope of work outlined above be required, we will bill for our time and out of pocket expenses at the rates specified below.

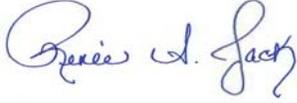
<u>Consultant</u>	<u>Hourly Rate</u>
Fellow	\$300
Associate	225
Actuarial Staff	150
Administrative Staff	75

Upon delivery of a draft report, consultant shall be entitled to the entire fee. If this agreement is terminated prior to delivery of a draft report, client agrees to pay contractor for all hours incurred through the date notice of termination is given. Such amount shall be limited to the maximum fees stated in this agreement.

Our target delivery date for the draft reports will be within four weeks of receipt of complete data.

Please call me at (916) 244-1132 or Mike at (916) 244-1162 with any questions you may have with regard to our proposal.

Respectfully Submitted,



\_\_\_\_\_  
Renee Jack, Project Coordinator

Accepted By:

**Bickmore Actuarial**



\_\_\_\_\_  
Mike Harrington, President and Principal

Accepted By:

**NCCSIF**

\_\_\_\_\_



**Agenda Item G.2.**

**POLICE RISK MANAGEMENT GRANT FUNDS AND USAGE**

**ACTION ITEM**

**ISSUE:** For the last five fiscal years NCCSIF members have funded grants totaling \$50,000 per year for their police departments to purchase and implement Body-Worn Cameras (BWC).

Overall the program has been a success, with numerous cases of claims being avoided based on video evidence and at least one claim settled promptly and for less than it would have if video had not been available. The Program Administrators regularly request feedback from the Police Risk Management Committee members regarding plans for any unused funds and suggestions for use of funds if the grant program is to continue next year.

The Police Risk Management Committee continues to support the program, and a number of members are planning to use their remaining funds on cameras or related equipment. The Risk Management Committee has also recommended continued funding of the grants in FY 19/20. Two members, Galt and Anderson, have yet to implement BWC programs and at least one would like to use the funds for other risk management purposes. However, thus far the Board has limited the funds and would like to encourage all members to implement BWC programs.

**RECOMMENDATION:** Recommend \$50,000 in funding for FY 19/20.

**FISCAL IMPACT:** TBD - \$50,000 has been allocated to the preliminary draft FY 19/20 budget.

**BACKGROUND:** The Board approved a FY 14/15 budget of \$50,000 for the purchase of body cameras for NCCSIF's police agencies. The funds were used to purchase a total of 58 cameras directly from VieVu at a quantity discount. A VieVu rep distributed the cameras and provided training to the members. Two members used the funds to purchase different cameras and two have yet to take advantage of the funds. The \$50,000 Grant Funds in the subsequent fiscal years were allocated to members to fund their body camera programs. If a member agency's body camera program is fully funded the grant can be used for other risk management functions.

**ATTACHMENT(S):** Police Risk Management Grant Funds Usage Report

NCCSIF POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT - as of 5/3/2019

Member	FY 14/15 \$50,000 Grant Camera Allocation	FY 15/16 \$50,000 Grant Fund Allocation	FY 16/17 \$50,000 Grant Fund Allocation	FY 17/18 \$50,000 Grant Fund Allocation	FY 18/19 \$50,000 Grant Fund Allocation	GRAND TOTAL	YTD Reimbursements Made	REMAINING FUNDS	Reimbursement Notes/Usage
1 Anderson	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00		\$6,060.00	
2 Auburn	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$12,120.00	\$0.00	4/25/17 \$6,280.56 (12 VieVu LE4 mini body worn cameras) 9/8/17 \$3,029.18 (4 VieVu LE4mini & 1 multi-dock LE4) 2/5/19 \$2,810.26 portion of invoice (16 VieVu LE5 body worn cameras)
3 Colusa	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$3,030.00	\$3,030.00	7/27/17 \$3,030 (concealable vests with load bearing carriers)
4 Corning	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$5,592.38	\$467.62	9/6/16 \$3,291.26 (4 VieVu LE4 body cameras) 2/15/19 \$2,301.12 firewall
5 Dixon	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$8,994.38	\$3,125.62	4/20/17 \$6,060 (30 Wolfcom Vision 1080p body camera with rotatable camera head and 32GB memory) 6/1/18 \$2,934.38 (3 Wolfcom Vision 1080p body camera + training cost for force options simulator)
6 Elk Grove*	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$12,120.00	\$0.00	1/11/18 \$9,090 (WatchGuard Vista HD body cameras) 3/20/19 \$3,030 (portion of Cordico Wellness Program)
7 Folsom	5	\$3,787.50	\$3,787.50	\$3,787.50	\$3,787.50	\$15,150.00	\$7,575.00	\$7,575.00	10/5/16 \$7,576 (8 VieVu LE4 body camera and 1 multi-dock network station)
8 Galt	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00		\$12,120.00	1/25/18 Plan to use fund /BWC program under consideration
9 Gridley	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$4,543.26	\$1,516.74	9/6/16 \$3,291.26 (4 VieVu LE4 body camerass) 3/28/18 \$1,252 (one VieVu LE5 camera and seven Public Safety Vests)
10 Ione	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$4,625.61	\$1,434.39	11/2/16 \$1,655.23 (2 VieVu LE4 body camera) 9/8/17 \$1,736.24 balance (2 VieVu LE4 body cameras and 2 LE4 Cradle) 5/21/18 \$1,234.14 (2 VieVu LE5 body camera and license for Veripatrol Software)
11 Jackson	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00		\$6,060.00	
12 Lincoln	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$6,548.50	\$5,571.50	10/5/16 \$6,060 (8 VieVu LE4 body cameras)
13 Marysville	3	\$2,272.50	\$2,272.50	\$2,272.50	\$2,272.50	\$9,090.00	\$4,919.87	\$4,170.13	8/18/17 \$4,919.87 (6 VieVu LE4 body cameras)
14 Nevada City	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$4,545.00	\$1,515.00	2/6/18 \$4,545 (Body Camera Storage and Equipment cost for 2015-2017)
15 Oroville	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$12,120.00	\$0.00	9/23/16 \$3,010 (Video Storage Buffalo Terastation) 10/5/16 \$3,050 (5 VieVu LE4 body cameras) 11/20/17 \$1,174.00 (1 Tactical Armor-Ballistic Vest) 9/4/18 \$4,886 (20 VieVu LE5s body cameras)
16 Paradise	3	\$2,272.50	\$2,272.50	\$2,272.50	\$2,272.50	\$9,090.00	\$6,440.50	\$2,649.50	11/15/16 \$762.14 (5 flashlights) + \$1,477.28 (1 VieVu LE4 multi-dock station) 3/14/17 \$2,305.58 (Ballistic Vests) 5/3/19 \$1,895.50 (five load bearing vests)
17 Placerville*	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$3,970.32	\$2,089.68	12/28/17 \$3,970.32 (4 Tactical Armor-Ballistic Vests)
18 Red Bluff	3	\$2,272.50	\$2,272.50	\$2,272.50	\$2,272.50	\$9,090.00	\$4,545.00	\$4,545.00	2/17/17 \$1,473.74 (Apex Body cam storage remediation) 10/18/17 \$3,071.26 (5 VieVu LE4 body cameras) 1/25/18 Plan to use to purchase more BWC & future funds to replace old cameras
19 Rio Vista	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$4,241.15	\$1,818.85	11/16/17 \$4,241.15 (9 VieVu LE5 body cameras)
20 Rocklin	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$12,120.00	\$0.00	10/5/16 \$6,516.24 (4 VieVu LE4 body cameras, 1 LE4 multi-dock, 1 LE3 multi-dock) 1/3/19 \$5,603.76 (58 Lenslock bwc cameras and 25 in car dash cameras)
21 Willows	2	\$1,515.00	\$1,515.00	\$1,515.00	\$1,515.00	\$6,060.00	\$2,130.00	\$3,930.00	6/18/18 \$2,130 for 18/19 Lexipol-Fire Policy Service annual fee
22 Yuba City	4	\$3,030.00	\$3,030.00	\$3,030.00	\$3,030.00	\$12,120.00	\$6,060.00	\$6,060.00	5/5/17 \$6,060 (Data911 body-worn cameras)
<b>TOTAL</b>	<b>58</b>	<b>\$49,995.00</b>	<b>\$49,995.00</b>	<b>\$49,995.00</b>	<b>\$49,995.00</b>	<b>\$199,980.00</b>	<b>\$126,240.97</b>	<b>\$73,739.03</b>	

\* Opted for Cash Allocation to purchase other than VieVu Camera  
Fund Allocation is based on cost of camera at \$757.50 each



Agenda Item G.3.

**FY 19/20 NCCSIF ADMINISTRATION BUDGET**

**INFORMATION ITEM**

**ISSUE:** The Executive Committee reviews and recommends to the Board the budget for the next fiscal year. Attached is the preliminary budget for review and discussion. The Administrative Costs are discussed in more detail below. The budget to actual revenues and expenses provided by NCCSIF's accountant are used in creating the FY 19/20 budget.

**Administrative Expenses**

- Claim Audits - every year either the Liability or Workers' Compensation (WC) claims are audited. The WC Claims audit was budgeted in FY 18/19 at \$11,000 and was just recently completed in March 2019. A budgeted expense of \$8,500 is allocated for a Liability Claims audit in FY 19/20.
- The Financial Audit increased by 2% based on the current three-year contract.
- Actuarial Services are expected to increase 2.8%.
- Accounting Services are contracted to increase 3%.
- York's Risk Control services are the same as last year based on the current contract, and the rest of the risk control budget is expected to be flat as well.
- State Funding/Fraud Assessment has been estimated to increase by 25% from the actual *corrected* expense for FY 18/19, to essentially remain flat for next year.
- Total Program Administration costs have increased 9.5% based on the fee schedules in the current program administration and accounting services agreements.

**RECOMMENDATION:** Review and provide direction as needed - an information item only.

**FISCAL IMPACT:** Total administrative expenses are estimated to be \$1,312,988, an increase of \$13,398 (1%) over FY 18/19. Last year's increase was 7% largely due to the State Comp Assessment increase. A small amount of surplus offset may be available to reduce the funding, to be determined as we get closer to the fiscal year end.

**BACKGROUND:** None

**ATTACHMENT(S):** FY 19/20 NCCSIF Administration Budget

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND

PRELIMINARY ADMIN BUDGET  
July 1, 2019 to June 30, 2020

		WORK COMP	LIABILITY	GROUP PURCHASE	FY 19/20 TOTAL	FY 18/19 PRIOR YEAR	\$ CHANGE	% CHANGE
<b>REVENUES</b>								
Est	WC Program Banking Layer	\$6,501,000			\$6,501,000	\$6,433,000	\$68,000	1%
Est	WC Program Shared Layer	\$3,560,000			\$3,560,000	\$3,403,000	\$157,000	5%
Est	WC Program Admin Expense	\$845,981			\$845,981	\$840,139	\$5,842	1%
Est	Excess WC Coverage (EIA)	\$1,675,000			\$1,675,000	\$1,530,000	\$145,000	9%
Est	Liability Program Banking Layer		\$2,211,000		\$2,211,000	\$2,134,000	\$77,000	4%
Est	Liability Program Shared Layer		\$2,374,000		\$2,374,000	\$2,096,000	\$278,000	13%
Est	Liability Program Admin Expense		\$467,007		\$467,007	\$457,892	\$9,115	2%
Est	Excess Liability Coverage (CJPRMA)		\$1,497,548		\$1,497,548	\$1,219,112	\$278,436	23%
Est	Group Purchase Property Coverage (APIP)			TBD		\$1,138,432	(\$1,138,432)	-100%
Est	Group Purchase Crime Coverage (ACIP)			TBD		\$51,449	(\$51,449)	-100%
Est	Group Purchase Coverage (ADWRP)			\$11,491	\$11,491	\$8,738	\$2,753	32%
Est	Pass through Cost - Lexipol Fire Manual and DTBs			TBD		\$27,098	(\$27,098)	-100%
	Pass through Cost - Appraisal Services			\$37,974	\$37,974	\$128,000	(\$90,026)	-70%
	<b>Total Revenues</b>	<b>\$12,581,981</b>	<b>\$6,549,555</b>	<b>\$49,465</b>	<b>\$19,181,001</b>	<b>\$19,466,860</b>		

pending quote  
 pending quote  
 increase due to 35% increase to members' TIV  
 pending quote  
 additional cost not included in the original estimate (418 new structures and Rio Vista appraisal)

		WORK COMP	LIABILITY		FY 19/20 TOTAL	FY 18/19 PRIOR YEAR	\$ CHANGE	% CHANGE
<b>EXPENSES</b>								
<b>Administrative Expenses:</b>								
Consultants								
52101	Claims Audit		\$8,500		\$8,500	\$11,000	(\$2,500)	-22.7%
52102	Financial Audit	\$13,850	\$13,850		\$27,700	\$27,154	\$546	2.0%
52103	Legal Services	\$2,000	\$15,000		\$17,000	\$17,000	\$0	0.0%
52104	Actuarial Review	\$5,530	\$7,530		\$13,060	\$12,700	\$360	2.8%
52105	Computer Services				n/a	n/a	n/a	n/a
52106	CAJPA Accreditation (not until 2021)				n/a	n/a	n/a	n/a
52109	Misc. Consulting/Contingency	\$2,500	\$2,500		\$5,000	\$5,000	\$0	0.0%
	<b>Total Consultant Expenses</b>	<b>\$23,880</b>	<b>\$47,380</b>		<b>\$71,260</b>	<b>\$72,854</b>	<b>(\$1,594)</b>	<b>-2.2%</b>
<b>Safety Services:</b>								
52204	Risk Control Services Agreement	\$89,240	\$89,240		\$178,480	\$178,480	\$0	0.0%
52201	Outside Training	\$15,000	\$15,000		\$30,000	\$30,000	\$0	0.0%
52202	Risk Mgmt Comm Mtg Expense	\$750	\$750		\$1,500	\$1,500	\$0	0.0%
52207	Member Training and Risk Management	\$50,000	\$38,000		\$88,000	\$88,000	\$0	0.0%
52208	Lexipol Police Manual Updates & DTBs	\$140,234			\$140,234	\$136,267	\$3,967	2.9%
52209	Police Risk Management Funds	\$25,000	\$25,000		\$50,000	\$50,000	\$0	0.0%
	<b>Total Safety Services Expenses</b>	<b>\$320,224</b>	<b>\$167,990</b>		<b>\$488,214</b>	<b>\$484,247</b>	<b>\$3,967</b>	<b>0.8%</b>
<b>Claims Administration</b>								
52302	Claims Administration Fee (Reports, etc.) Annual	\$0	\$0		\$0	\$50,600	(\$50,600)	-100.0%
	Claims Adjustment Fee*							
52304	State Funding/Fraud Assessment	\$267,699			\$267,699	\$245,524	\$22,175	9.0%
	<b>Total Claims Administration Expenses</b>	<b>\$267,699</b>	<b>\$0</b>		<b>\$267,699</b>	<b>\$296,124</b>	<b>(\$28,425)</b>	<b>-9.6%</b>
<b>Program Administration</b>								
52401	Program Administration and Brokerage Fee	\$154,084	\$184,902		\$338,986	\$309,576	\$29,410	9.5%
52403	Accounting Services	\$53,085	\$53,085		\$106,170	\$102,690	\$3,480	3.4%
	<b>Total Program Administration Expenses</b>	<b>\$207,169</b>	<b>\$237,987</b>		<b>\$445,156</b>	<b>\$412,266</b>	<b>\$32,890</b>	<b>8.0%</b>

18/19 WC audit last year more than GL (17/18 GL cost \$7,500)  
 Per 2017-19 contract  
 Per engagement letter including 6/30 Updates  
 Moved as part of Accounting Services  
 recent accreditation 2018, occurs every 3 years  
 Per 2019-22 contract  
 \$4,000 per member annual allocation for training/conferences  
 RMC recommendation  
 Annual Admin Fee will be lumped into the new proposed flat fee pricing  
 Actual 18/19 = \$214,159 + 25% Est. increase

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND

PRELIMINARY ADMIN BUDGET  
July 1, 2019 to June 30, 2020

		WORK COMP	LIABILITY	GROUP PURCHASE	FY 19/20 TOTAL	FY 18/19 PRIOR YEAR	\$ CHANGE	% CHANGE	
<b>Board Expenses</b>									
52501	Executive Committee	\$1,250	\$1,250		\$2,500	\$2,500	\$0	0.0%	
52502	Executive Committee Member Travel	\$2,000	\$2,000		\$4,000	\$4,000	\$0	0.0%	
52503	Board of Directors Meetings (includes Travel)	\$4,000	\$4,000		\$8,000	\$8,000	\$0	0.0%	
52509	Board of Directors Long Range Planning (@3 years, last LRP Dec. 2017)	\$4,000	\$4,000		\$8,000	\$4,000	\$4,000	100.0%	Doubled for 40th Anniversary Celebration in October 2019 and LRP in January 2020
52504	Association Memberships (PARMA, CAJPA, AGRIP)	\$2,400	\$2,400		\$4,800	\$4,000	\$800	20.0%	projected increase to CAJPA membership fee
	<b>Total Board Expenses</b>	<b>\$13,650</b>	<b>\$13,650</b>		<b>\$27,300</b>	<b>\$22,500</b>	<b>\$4,800</b>	<b>21.3%</b>	
<b>OTHER Administration Expenses</b>									
(Not identified with above budget line items)									
52000	Administrative Expense	\$0	\$0		\$0	\$0	\$0	0.0%	
52001	Administration Expense - Other	\$0	\$0		\$0	\$0	\$0	0.0%	
52900	Member Identity Theft Protection	\$13,359	0		\$14,695	\$13,359	\$1,336	10.0%	increase due to 15% increase to number of employees from 3,203 to 3,687
	<b>Total Other Admin</b>	<b>\$13,359</b>	<b>\$0</b>		<b>\$14,695</b>	<b>\$13,359</b>	<b>\$1,336</b>	<b>0.0%</b>	
	<b>Total Admin Expenses</b>	<b>\$845,981</b>	<b>\$467,007</b>		<b>\$1,314,324</b>	<b>\$1,299,590</b>	<b>\$14,734</b>	<b>1.1%</b>	
	Net Loss/Admin Surplus Offset					TBD		0.0%	Possible offset TBD

\* WC of \$706,000 included in Banking Layer Funding. GL time and expense billed to file.



Agenda Item G.4.

**YORK RISK SERVICES GROUP, INC.  
LIABILITY CLAIMS AGREEMENT RENEWAL**

**ACTION ITEM**

**ISSUE:** The contracts for claims administration for both the Liability and Workers' Compensation Programs are expiring as of 6/30/19. York prepared renewal proposals for both programs that were presented to the Board at their last meeting. The Workers' Compensation proposal was approved, but the Board had questions about the pricing for the proposed liability administration agreement and asked for York to add a limitation for the Time & Expense cost for field investigation.

York originally offered a two-year extension per the liability contract schedule but is changing from an hourly rate for time and expenses to a flat fee of \$247,934 for FY 19/20 and \$254,132 for FY 20/21 with an hourly rate only for scene inspections, plus expenses for those and other outside expenses. Total expenses for FY 17/18 were \$429,722, with the average since FY 14/15 at \$416,000 per year. To address concerns that members will not get credit toward the CJPRMA SIR, York has provided analysis and options for capturing that information.

A concern raised regarding the potential that Field Investigation costs were a variable that was not capped, although the in-house York fees were. To solve this, the Board **requested a cap of no more than \$360,000 for FY 19/20 and \$365,000 for FY 20/21** so that these field investigation costs could be better controlled. They also requested that York meet in person, or over the phone, with all members to provide claim updates by the next Board meeting on June 13<sup>TH</sup>.

The Program Administrators have had numerous discussion with York and after careful review of the anticipated field work expected **they have agreed to the terms requested by the Board.** We expect to send the revised proposal prior to the meeting for review and approval by the Executive Committee.

**RECOMMENDATION:** Review and approve contract as presented.

**FISCAL IMPACT:** TBD.

**BACKGROUND:** York Risk Services and its predecessor Bragg & Associates have been providing claims administration services to NCCSIF since the inception of the Workers' Compensation and Liability Programs. The Board previously agreed with the Executive Committee's recommendation to extend the current Workers' Compensation agreement for one year and the Liability claims administration agreement for two years. The recommendation is partly due to the desire to stagger the expiration dates of the contracts to provide ample time to conduct a request for proposals if needed.

**ATTACHMENT(S):** Proposed NCCSIF Liability Claims Administration Agreement - *Sent Under Separate Cover*



BACK TO AGENDA

Northern California Cities Self Insurance Fund  
Executive Committee Meeting  
May 30, 2019

Agenda Item H.

## INFORMATION ITEMS

### INFORMATION ITEM

**ISSUE:** The following items are being presented as information for NCCSIF members.

**RECOMMENDATION:** None. This item is offered as information only.

**FISCAL IMPACT:** None.

**BACKGROUND:** None

#### ATTACHMENT(S):

1. NCCSIF Organizational Chart
2. NCCSIF 2019 Meeting Calendar

**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND**

**2019 Organizational Chart**

**Updated as of 5/22/2019**

MEMBER ENTITY	BOARD OF DIRECTORS	BOARD ALTERNATES	RISK MANAGEMENT COMMITTEE	POLICE RISK MANAGEMENT COMMITTEE
City of ANDERSON	Liz Cottrell	Jeff Kiser	Liz Cottrell	Chief Michael Johnson
City of AUBURN	Cristina Shafer	<i>Vacant</i>	Shari Harris	Chief Ryan L. Kinnan
City of COLUSA	Toni Benson	<i>Vacant</i>	Toni Benson	Chief Josh Fitch
City of CORNING	Kristina Miller	Tom Watson	Tom Watson	Chief Jeremiah Fears
City of DIXON	Rachel Ancheta	Kim Stalie	Rachel Ancheta	Chief Robert Thompson
City of ELK GROVE	Brad Koehn	Kara Reddig	Jim Ramsey Julie Rucker - Alternate Rep.	Lieutenant Jeff Scott
City of FOLSOM	*VP / *EC / *CC Jim Francis	*Kristine Haile	Kristine Haile	<i>Vacant</i>
City of GALT	EC / CC Cora Hall	Tom Haglund	Cora Hall	Chief Tod Sockman (Vice-Chair)
City of GRIDLEY	*EC <i>Vacant</i>	*Elisa Arteaga	Elisa Arteaga	Interim Chief Allen Byers
City of IONE	Jon Hanken	Lori McGraw	Jon Hanken	Chief Tracy Busby
City of JACKSON	Yvonne Kimball	Dalacie Blankenship	Yvonne Kimball	Interim Chief Chris Mynderup
City of LINCOLN	EC Veronica Rodriguez	Ruthann Codina	Veronica Rodriguez	Chief Doug Lee
City of MARYSVILLE	Jennifer Styczynski	Kristy Herbert	Jennifer Styczynski	Chief Chris Sachs
City of NEVADA CITY	EC Loree' McCay	Catrina Olson	Loree' McCay	Chief Chad Ellis
City of OROVILLE	P / EC / CC Liz Ehrenstrom (Chair)	<i>Vacant</i>	Liz Ehrenstrom (Chair)	<i>Vacant</i>
Town of PARADISE	S / EC / CC CJPRMA Rep Gina Will	Crystal Peters	Crystal Peters	Chief Eric Reinbold
City of PLACERVILLE	Dave Warren	Cleve Morris	Dave Warren	Chief James Ortega
City of RED BLUFF	Sandy Ryan	Anita Rice	Sandy Ryan	Chief Kyle Sanders (Chair)
City of RIO VISTA	*EC Jose Jasso	*Jen Lee, CPA	Jose Jasso	Chief Dan Dailey
City of ROCKLIN	Kimberly Sarkovich	Andrew Schiltz, CPA	Kimberly Sarkovich	Chief Chad Butler
City of WILLOWS	T / EC / CC Tim Sailsbery, CPA	<i>Vacant</i>	Wayne Peabody	N/A
City of YUBA CITY	Natalie Springer	Robin Bertagna, CPA	Sheleen Loza	Chief Robert Landon

OFFICERS		
		Term of Office
President (P)	Liz Ehrenstrom	1/1/2019 - 12/31/2020
Vice President (VP)	Kristine Haile	1/1/2019 - 12/31/2020
Treasurer (T)	Tim Sailsbery	1/1/2019 - 12/31/2019
Secretary (S) CJPRMA Board Representative	Gina Will	9/27/2018 - 12/31/2020

**Executive Committee (EC)** - membership on the EC rotates annually based on a rotation schedule and each member serves for a two-year term, with the President serving as Chair of the Committee.

**Claims Committee (CC)** - members of the CC are annually selected by the EC. CC is traditionally made up of at least five members of the EC, with the Vice President serving as Chair of the Committee.

PROGRAM ADMINISTRATORS (Alliant Insurance Services)
Marcus Beverly
Michael Simmons
Raychelle Maranan

CLAIMS ADMINISTRATORS (York Risk Services Group)
Dorienne Zumwalt
Steven Scott (Workers' Comp)
Jill Petrarca (Liability)

RISK CONTROL CONSULTANTS (York Risk Control)
Enriqueta "Henri" Castro
Dave Beal
Tom Kline

ADVISORS
Byrne Conley (Board Counsel)
James Marta, CPA (Accounting)
Nicole Rushing (Accounting)



## 2019 MEETING CALENDAR

- Thursday, February 21, 2019 ..... **Police Risk Management Committee** at 10:00 a.m.
- Thursday, March 14, 2019 ..... *Executive Committee* at 10:00 a.m.  
**Claims Committee** at 11:30 a.m.
- Thursday, April 25, 2019 ..... **Risk Management Committee** at 10:00 a.m.  
**Board of Directors** at 12 noon
- Thursday, May 2, 2019..... **Police Risk Management Committee** at 10:00 a.m.
- Thursday, May 30, 2019..... **Claims Committee** at 10:30 a.m.  
*Executive Committee* at 11:30 a.m.
- Thursday, June 13, 2019..... **Board of Directors** at 10:00 a.m.
- Thursday, August 1, 2019 ..... **Police Risk Management Committee** at 10:00 a.m.
- Thursday, September 26, 2019..... **Claims Committee** at 10:00 a.m.  
*Executive Committee* at 11:30 a.m.
- Thursday, October 24, 2019\*\* ..... **Risk Management Committee** at 9:30 a.m.  
**40<sup>th</sup> Anniversary Luncheon** at 11:00 a.m.  
**Board of Directors** at 1:30 p.m.
- Thursday, November 7, 2019 ..... **Police Risk Management Committee** at 10:00 a.m.
- Thursday, January 16, 2020 ..... Long-Range Planning and **Board of Directors** at 10:00 a.m.

Meeting Location: **Rocklin Event Center - Garden Room**

2650 Sunset Boulevard, Rocklin, CA 95677  
(**Ballroom** for February, March and June meetings)

\*\*Rocklin Police Department Emergency Operations Center  
4080 Rocklin Road, Rocklin, CA 95677

Note: Additional Claims Committee Meetings may be scheduled as needed for Claims Authority approval which will be held via teleconference.