



**President**  
Ms. Rachel Ancheta  
City of Dixon

**Vice President**  
Mr. Spencer Morrison  
City of Yuba City

**Treasurer**  
Ms. Jen Lee  
City of Rio Vista

**Secretary**  
Ms. Jennifer Styczynski  
City of Marysville

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## **NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND 2023 STRATEGIC PLANNING SESSION AND BOARD OF DIRECTORS MEETING AGENDA**

**DATE:** Thursday, December 14, 2023

**TIME:** Breakfast & Pre-Meeting at 9:00 a.m.  
Strategic Planning at 10:00 a.m.

**LOCATION:** Rocklin Event Center – Ballroom  
2650 Sunset Blvd  
Rocklin, CA 95677

**A - Action**  
**I - Information**  
  
**1 - Attached**  
**2 - Hand Out**  
**3 - Separate Cover**  
**4 - Verbal**

### **MISSION STATEMENT**

*The Northern California Cities Self Insurance Fund, or NorCal Cities, 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.*

<b>PRE-MEETING ORIENTATION</b>
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9:00 a.m. - 10:00 a.m.	<b>NorCal Cities Breakfast &amp; Board Orientation</b> <ul style="list-style-type: none"><li>• Welcome and Introductions</li><li>• Annual Report FY 23/24</li><li>• Program Cycle Overview</li></ul>
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<b>TRAINING AND STRATEGIC PLANNING SESSION</b>
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10:00 a.m.	<b>A. CALL TO ORDER</b>
	<b>B. ROLL CALL AND INTRODUCTIONS</b>
	<b>C. PUBLIC COMMENTS</b> <p><i>This time is reserved for members of the public to address the Board of Directors on matters pertaining to NCCSIF that are of interest to them.</i></p>



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**D. 2023 STRATEGIC PLANNING UPDATE AND TRAINING I**

pg. 7	<b>1. Mission Statement and Current Strategic Plan</b>	<b>1</b>
	<i>Members to affirm the Mission Statement as a basis for discussion of the latest Strategic Plan.</i>	
	<b>2. Financial Stability – how do we maintain financial stability across hard market?</b>	<b>A</b>
pg. 10	<b>a. Summary of Current Financial Benchmarks</b>	
pg. 13	<b>b. Current and proposed Funding Formulas</b>	
	<b>3. Evolving Risks &amp; Challenges to Self-Insuring</b>	<b>1</b>
pg. 18	<b>a. Workers Compensation Program</b>	
	<ul style="list-style-type: none"><li>• <i>PRISM Endorsement – Occurrence Definition</i></li><li>• <i>LWP presentation</i></li></ul>	
pg. 30	<b>b. Liability Program</b>	
	<ul style="list-style-type: none"><li>• CJPRMA Funding &amp; Surcharge FY 23/24</li><li>• Planning for Assessment</li><li>• Options/Risk Management/Training</li></ul>	
pg. 32	<b>c. Property Program Structure</b>	
	<ul style="list-style-type: none"><li>• Deductible Buy Down or Aggregates</li><li>• Appropriate SIR – Parametric for Wildfire? (property concerns/margin clause)</li><li>• Auto schedule maintenance</li></ul>	
pg. 48	<b>d. JPA Administration</b>	
	<ul style="list-style-type: none"><li>• Team Depth &amp; Succession Planning</li><li>• Knowledge Silo Matrix</li></ul>	
pg. 54	<b>e. Cyber Program</b>	
	<ul style="list-style-type: none"><li>• Excess Coverage Conditions</li><li>• Risk Management Services</li></ul>	
	<b>Break – Lunch &amp; Presentation</b>	<b>I 1</b>
	<b>State of the Market</b>	
	<i>Conor Boughey will present the annual State of the Insurance Market presentation for review and discussion.</i>	



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pg. 72	<b>4. Wrap Up - Meeting Member Needs</b>	<b>I 4</b>
	<i>Members will review and provide feedback on the topics discussed to develop new goals and objectives for completion.</i>	

<b>BOARD MEETING</b>
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pg. 73	<b>E. CONSENT CALENDAR</b>	<b>A 1</b>
	<i>All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or the Board of Directors may request any item to be considered separately.</i>	
pg. 74	1. Board of Directors Meeting Minutes – October 20, 2023	
pg. 82	2. Check Register September 2023 - November 2023	
pg. 85	3. Investment Reports	
pg. 144	a) Chandler Asset Management Short/Long Term – October 2023 to November 2023	
pg. 145	b) Local Agency Investment Fund (LAIF) Report as of September 30, 2023	
pg. 146	c) Treasurer’s Report as of September 30, 2023	
pg. 147	4. FY 24/25 EIA PRISM Excess Workers’ Compensation Premium Estimate v1	
pg. 211	5. Public Entity Insurance Marketplace, Trends, Industry Issues and Outlook Presentation	
pg. 227	6. ACI Q3 Utilization Report	
	7. Liability Claims Audit Agreement	
pg. 229	<b>F. GENERAL RISK MANAGEMENT ISSUES</b>	<b>I 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>G. ADMINISTRATION REPORTS</b>	<b>I</b>
	1. <b>President’s Report</b>	<b>4</b>
	<i>Rachel Ancheta will address the Board on items pertaining to NCCSIF.</i>	



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- 
- |    |   |   |
|----|---|---|
| 2. | <b>CJPRMA Update</b>  | 4 |
|    | <i>Marcus Beverly will update the Committee on CJPRMA matters pertinent to NCCSIF. Minutes of the meeting can be found at <a href="http://www.cjprma.org">http://www.cjprma.org</a></i> |   |
| 3. | <b>Program Administrator's Report</b>   | 4 |
|    | <i>Alliant will address the Board on items pertaining to NCCSIF.</i>  |   |
|    | <ul style="list-style-type: none"><li>• SB 553 Workplace Violence Plans</li><li>• Member Training Funds 23/24</li><li>• Member Visits with Alliant Staff</li></ul>                      |   |

## H. FINANCIAL REPORTS

- |         |    |   |   |   |
|---------|----|---|---|---|
| pg. 230 | 1. | <b>Quarterly Financials for Period Ending September 30, 2023</b>  | A | 1 |
|         |    | <i>James Marta &amp; Company will present the quarterly financial report ending September 30, 2023, to accept and file.</i> |   |   |
| pg. 267 | 2. | <b>Budget to Actual as of September 30, 2023</b>  | I | 1 |
|         |    | <i>The Board will receive an update on the Budget to Actual as of September 30, 2023.</i>                                   |   |   |

## I. JPA BUSINESS

- |  |    |  |   |   |
|--|----|--|---|---|
| pg. 268<br>pg. 272<br>pg. 275<br>pg. 298 | 1. | <b>Policy and Procedures</b>   | A | 1 |
|  |    | The Board will review and may act to approve revisions or provide direction on the following:  |   |   |
|  |    | <ul style="list-style-type: none"><li>a) Restructuring of Policy Categories</li><li>b) Underwriting Policy</li><li>c) Annual Funding Formula Policies -Liability &amp; Work Comp</li><li>d) Claims Settlement Authority Policies</li></ul> |   |   |
| pg. 307                                  | 2. | <b>AllOne Health Walking Challenge</b>   | A | 1 |
|  |    | Review and approve the 2024 walking challenge.   |   |   |
| pg. 311                                  | 3. | <b>Workers' Compensation Claims Administration Survey</b>  | A | 1 |
|  |    | <i>Members will receive the results of the initial client satisfaction survey regarding Workers' Compensation Claims Administration provided by LWP Claims Solutions.</i>  |   |   |





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pg. 320	<b>4. Liability Claims Administration Proposal</b>	<b>A</b>	<b>1</b>
	<i>Sedgwick will provide a contract renewal proposal for Liability Claims Administration beginning July 1, 2024.</i>		
pg. 323	<b>5. Brokerage, Risk Management and Program Administration Services with Alliant Insurance Services</b>	<b>A</b>	<b>1</b>
	<i>The Board will review and may approve Alliant's contract renewal terms effective July 1, 2024.</i>		
pg. 373	<b>J. INFORMATION ITEMS</b>	<b>I</b>	<b>1</b>
pg. 374	1. Insurance Requirements in Contracts (IRIC): January 30, 2024		
pg. 375	2. Gordon Graham Training: January 25 <sup>th</sup> , 2024		
pg. 376	3. PARMA Conference, February 20-23, 2024, Indian Wells, CA		
pg. 394	4. Glossary of Terms		
pg. 403	5. NCCSIF Organizational Chart		
pg. 404	6. NCCSIF 2023-2024 Meeting Calendar		
pg. 405	7. NCCSIF Resource Contact Guide		
pg. 417	8. Sedgwick Who's Who in Claims - Liability		
pg. 418	9. LWP Claims Solutions Workers' Compensation Contacts		
pg. 419	10. NorCal Cities Certificate Request form		
pg. 420	11. NorCal Cities Travel Mileage Reimbursement Form		

## **K. ADJOURNMENT**

### **UPCOMING MEETINGS**

Police Risk Management Committee Meeting – February 1, 2024

Executive Committee Meeting - March 28, 2024

Claims Committee Meeting - March 28, 2024

Risk Management Committee Meeting - April 18, 2024

Board of Directors Meeting – April 18, 2024

*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 Jenna Wirkner at Alliant Insurance Services at (916) 643-2741.*

*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 Board of Directors 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.*



[BACK TO AGENDA](#)

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**NorCal Cities Breakfast & Board Orientation**

- Welcome and Introductions
- Annual Report FY 23/24
- Funding & Budget Cycle Overview

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Item D.1.**

## MISSION STATEMENT & STRATEGIC PLAN

TOPIC: Members will review the group's mission statement and strategic plan to identify key points to frame the rest of the day's discussion.

*The Northern California Cities Self Insurance Fund, or NorCal Cities SIF, 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.*

ATTACHMENT(S): Strategic Plan as of 10/2/23

**Key words - municipalities; protect resources; stabilizing risk costs; reliable; economical; broad coverage; quality services; risk management; claims management.**

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**NOTES:**

# NCCSIF STRATEGIC GOALS & ACTION PLAN

Goals Drafted: 10/27/2021 BOD Long Range Planning meeting

Updated: 10/2/23

## MISSION STATEMENT

The Northern California Cities Self Insurance Fund, or NorCal Cities, 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.

GOAL	ACTION/TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	VOTES
LRP-1					
Property Program - Objective - Review the Property Program structure	1. Conduct study of estimated premiums at various self-insured retentions (SIRs) to bring stability to program	Alliant	Met	Presented to BOD 6/23/22	11
	<i>Notes: Board decided not to start Banking Layer or raise SIR/Deductible</i>				
	2. Alliant to analyze banking layer options for members	Alliant	June, 2022	Presented to BOD 6/23/22 not implemented	3
	<i>Notes: Do members want to evaluate the SIR/Banking layer again?</i>				
	3. Alliant to present a State of the Market for all Programs at December BOD meeting	Alliant	12/21/23	Completed - Repeat for December 2023 Meeting	
	<i>Notes: On BOD agenda 12/15/22 - Possible add Ex Mod to the Property Allocation?</i>				
	<i>Possible wildfire parametric and none for APIP coverage?</i>				
LRP-2					
Liability Program - Flattening the curve of increasing premiums and risk	1. Serve notice of intent to non-renew to CJPRMA	Alliant/BOD	By 12/31	Notice not given continue to monitor	2
	<i>Note: Premium surcharge of 10% will apply again for 2024/25. Can avoid half of the surcharge by increasing SIR from \$1M to \$1.25M. Assessment of \$1.5M or more possible.</i>				
	2. Evaluate SIR options for CJPRMA coverage for FY 24/25	Alliant/BOD	Draft budget to BOD 4/21	Raising SIR to \$750K	
	<i>Will review \$1M and \$1.25M options for FY 24/25. Moved to \$1M SIR FY 23/24.</i>				
	3. Focus on managing risks for loss leaders and trends	Sedgwick/Alliant	on RMC agenda 10/20/23	Risk Control Consultant meeting with members	2
	<i>Note: Look at risk from the pool level as well as individual member level</i>				
	4. Address the risks of intersections (historical v current traffic usage numbers) and police liability	Sedgwick/Members	on RMC agenda	Suggested resolution for city engineer authority; sponsored police training day	2
	<i>Notes: Continue focus on police; more emphasis on defensive driving; dangerous conditions training</i>				
LRP-3					
Cyber Program - Objective: Analyze purchasing excess insurance	1. Alliant to send members application early	Alliant	Pending for 2024	2023 Completed	0
	<i>Note: All members have completed cyber applications</i>				
	2. Maintain robust cyber security risk control programs	Members	ongoing	ongoing	0
	<i>Note: Risk control efforts to include multi factor authentication, redundant systems, phishing simulation training and more</i>				
	3. Market excess cyber to available insurers	Alliant	Review again by 6/22/24	Excess Coverage Renewed	0
	<i>Note: Continue to improve security to meet conditions of excess coverage. Partner with IT service consultants..</i>				

GOAL	ACTION/TASK	RESPONSIBLE ENTITY	DEADLINE	STATUS	VOTES
LRP-4					
<b>Workers' Compensation Program - Objective: Investigate tools/services to mitigate cost of claims</b>	1. Investigate hiring an employee advocate to navigate claims in the WC system	Alliant/BOD	Completed - on RMC agenda 12/16	BOD decided to issue RFP for WC claims admin and is changing TPAs	10
	<i>Note: Include roles and responsibilities of examiner versus the employee advocate or other point of contact in the analysis.</i>				
	2. Investigate hiring Company Nurse for 24/7 nurse triage services	Alliant	Approved by EC 12/2/21	Service Began 1/1/2022	10
	<i>Note - signup forms have been delivered - can start as soon as 1/1/2022. Training scheduled and available online any time.</i>				
	<b>3. Increase options for medical treatment and QMEs</b> Alliant/Sedgwick      On 12.15.22 Agenda <i>New Provider Work Health Solutions</i>				
LRP-5					
<b>Organizational Growth</b>	1. Investigate Strategic Growth	Alliant/BOD	To EC 3/24; BOD 4/21	Benchmark of other pools and options tbd	10
	<i>Note: Growth could be achieved by gaining individual members or by partnering with other JPAs. Elk Grove quoted for Liability Program.</i>				
	2. Evaluate NCCSIF Bylaws for entrance/exit provisions	Alliant/BOD	By 12/31/23	Revised date review with EC	6
	<i>Note: Bylaws should discourage "shopping" and focus on long term membership to benefit the pool</i>				
	3. Refresh marketing collateral prior to any marketing efforts	Alliant	RM site by 1/1/23; Main site by 9/1/22	New website complete, updates to content continuing	2
	<i>Note: Focus should include the website and creating new marketing materials. Revisions underway.</i>				
LRP-6					
<b>Member Engagement and Education</b>	1. Create a Board member Academy	Alliant/BOD	Add another update by BOD 10/19/23	Funding Allocation Presentation BOD 4/12/22; Liability Program 12/15/22	7
	<i>Note: The Academy includes education on Board member responsibilities, Program details, and build on the existing Board Member Guidebook. A Board presentation will be prepared for 12/15/22</i>				
	2. Create a plan for staff visits	Sedgwick/Alliant	Road trips and videoconferenc continue. Meet with all new Board members in person.	Underway	
	<i>Note: Staff member visits are valued by members and creating a plan will ensure visits are done on a timely basis</i>				



SP Item D.2.a.

## FINANCIAL STABILITY

### SUMMARY OF CURRENT FINANCIAL BENCHMARKS

**TOPIC:** The Board annually receives an update on the financial status of the Liability and Workers' Compensation Programs as compared to established Funding Policy benchmarks. The ten-year history was presented at the October 19, 2023, Board meeting. A summary of the most current year's benchmarks is attached for review and reference.

**ATTACHMENTS:** Current Target Funding Benchmark Performance

#### NOTES:

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# Financial Benchmark Report

As of June 30, 2023

## Workers' Compensation Program

### Section One: Financial Statements




#### Balance Sheet

	June 30, 2023	June 30, 2022	Change
<b>Assets</b>	\$59,472,080	\$58,171,000	\$1,301,080
<b>Liabilities</b>	\$40,851,161	\$41,166,478	(\$315,317)
<b>Net Position</b>	\$18,620,919	\$17,004,622	\$1,616,297

#### Income Statement

	June 2023	June 2022	Change
<b>Contributions</b>	\$11,683,000	\$11,633,000	\$50,000
<b>Investment Income</b>	\$805,987	\$675,539	\$130,448
<b>Claim Expense</b>	\$7,747,999	\$6,636,263	\$1,111,736
<b>Excess Insurance</b>	\$2,806,837	\$2,175,514	\$631,323
<b>Net Income/(Loss)</b>	\$1,616,297	\$295,851	\$1,320,446

### Section Two: Financial Ratios

Net Position to Self-Insured Retention (SIR)						
	Net Position	/	SIR	Ratio	Range	Result
	\$18,620,919		\$500,000	37.24	5 -10 x SIR	
Expected Liabilities to Net Position						
	Expected Liabilities	/	Net Position	Ratio	Range	Result
	\$40,851,161		\$18,620,919	2.19	<3:1	
Net Contribution to Net Position						
	Net Contribution	/	Net Position	Ratio	Range	Result
	\$11,683,000		\$18,620,919	0.63	<2:1	



# Financial Benchmark Report

As of June 30, 2023

## Liability Program

### Section One: Financial Statements




#### Balance Sheet

	June 30, 2023	June 30, 2022	Change
Assets	\$22,525,180	\$20,020,350	\$2,504,830
Liabilities	\$15,268,997	\$12,623,312	\$2,645,685
Net Position	\$7,256,183	\$7,397,038	(\$140,855)

#### Income Statement

	June 2023	June 2022	Change
Contributions	\$6,063,996	\$5,240,414	\$823,582
Investment Income	\$323,169	\$254,499	\$68,670
Claim Expense	\$5,372,819	\$3,130,758	\$2,242,061
Excess Insurance	\$5,827,241	\$4,822,202	\$1,005,039
Net Income/(Loss)	(\$140,855)	\$126,753	(\$267,608)

### Section Two: Financial Ratios

Net Position to Self-Insured Retention (SIR)						
	Net Position	/	SIR	Ratio	Range	Result
	\$7,256,183		\$750,000	9.67	3 - 5 x SIR	
Expected Liabilities to Net Position						
	Expected Liabilities	/	Net Position	Ratio	Range	Result
	\$15,268,997		\$7,256,183	2.10	3:1	
Net Contribution to Net Position						
	Net Contribution	/	Net Position	Ratio	Range	Result
	\$6,063,996		\$7,256,183	0.83	<2:1	



SP Item D.2.b.

## FINANCIAL STABILITY

### CURRENT AND PROPOSED FUNDING FORMULAS

**TOPIC:** The Program Managers will review the formulas and preview recommended changes to the Policies and Procedures for determining the annual deposits to the Workers' Compensation and Liability Programs.

During the JPA Business agenda members are presented with proposed revisions to the Policies and Procedures for allocating the annual funding of the Liability and Workers' Compensation Programs (Banking and Shared Layer Policies for each) and a recommendation to combine the separate policies into one Policy for each program.

The preview and recommended changes are also part of a regular review of the group's Underwriting Policy that will be presented for review and approval with no changes later on the agenda.

The changes to the attached P&P for Workers' Compensation are highlighted with notes explaining the change as well as pointing out the two areas where the P&P for the Liability Program differs.

**ATTACHMENTS:** Proposed Formula for Determining Workers' Compensation Annual Deposit

**NOTES:**

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## **FINANCE POLICY AND PROCEDURE #F2**

**DRAFT**



### **SUBJECT: FORMULA FOR DETERMINING WORKERS' COMPENSATION ANNUAL DEPOSIT**

NCCSIF will collect a deposit from each member each year. The deposits will provide funds to pay claims as necessary. The deposits will be credited with investment income at the rate earned on the Authority's investments.

Initial deposits are approved by the Board based upon rates determined by an actuarial study and will be subject to review and adjustment by the Authority in successive years. Exposures should not reflect activities excluded by the Agency's Memorandum of Coverage and may be audited at the end of each program year.

Deposits for the twelve-month period beginning each July 1 are due and payable each July 1.

The Workers' Compensation Annual Deposit shall be calculated annually based on four cost components as follows:

#### **I. BANKING LAYER LOSS FUND**

Two factors are used for determining each Member's share of the Banking Layer Loss Fund. The first factor is based on Average Total Incurred Losses within the Banking Layer and yields 75% of the total Banking Layer Loss Fund. The second factor is based on the WCIRB\* Pure Loss Rate Premium for the year and yields 25% of the total Banking Layer Loss Fund. The formula is:

#### **FORMULA**

##### **Factor 1: Average Total Incurred Losses within the Banking Layer**

Member's Percentage of the JPA's Five Year Average Incurred Losses, without Labor Code 4850 benefits, within the Banking Layer, for the prior five completed Program Years (\$)

**X**

Weighting Factor of 75%

**X**

Banking Layer Loss Fund (\$)

**=**

75% of the Banking Layer Loss Fund Contribution (\$)

## **Factor 2: WCIRB Pure Loss Rate Premium**



$$\begin{array}{c} \text{Member's Percentage of the JPA's Current WCIRB Pure Loss Rate Premium (\$)} \\ \times \\ \text{Weighting Factor of 25\%} \\ \times \\ \text{Banking Layer Loss Fund (\$)} \\ = \\ \text{25\% of the Banking Layer Loss Fund (\$)} \end{array}$$

The sum of Factors 1 and 2 equals the Member's Banking Layer Loss Fund

\* WCIRB means [Workers' Compensation Insurance Rating Bureau of California](#).

## **II. SHARED RISK LAYER LOSS FUND**

The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).

A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.

### **FORMULA**

1. Percentage of Workers' Compensation Losses - Member's % share of total paid losses and case reserves, \$100,000 excess of \$20,000, incurred in the prior five completed Program Years.
2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.
3. Initial Ex Mod Factor- Member's % share of losses divided by member's % share of payroll. Total Initial Ex Mod Factor is equal to 1.00 by definition.
4. Credibility Factor - 
$$\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that will create a maximum credibility of approximately 70\% for the highest payroll Member.})}$$
5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))

6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at a Confidence Level chosen by the Board.

### III. EXCESS INSURANCE OR COVERAGE

The allocation of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit with the weighting factors reversed in the following manner:

$$\begin{array}{r}
 \text{Member's \% of WCIRB Loss Rate Premium is weighted 75\%} \\
 + \\
 \text{Member's \% of Banking Layer Losses is weighted 25\%} \\
 = \\
 \text{Excess Coverage Premium Allocation}
 \end{array}$$

### IV. ADMINISTRATIVE COSTS

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 35% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 65% of the total costs are shared based on the percentage of each Member's share of the total Banking, Shared, and Excess Layer funding for the year.

### MAXIMUM DEPOSIT

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will not increase for any member on a year-to-year basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount then it will be capped by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.

## **PROGRAM FUND ADJUSTMENTS**

In accordance with Policy and Procedure #F-4 the Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March.

Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure #F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: April 13, 2007

Second Revision: January 8, 2015

Third Revision: TBD



**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.3.a.**

**WORKERS' COMPENSATION PROGRAM**

**TOPIC:** One change to the Workers' Compensation Program for FY 23/24 is an endorsement limiting the time period for an occurrence that may cover multiple days or weeks to no more than seven days. This was a relatively late change to the coverage initiated by PRISM, NCC's excess Workers' Compensation coverage provider, in response to pressure from their reinsurers. That pressure was the result of all the COVID pandemic claims over a two-year period being covered as one occurrence, with one self-insured retention and unlimited statutory benefits.

The attached endorsement limits the time period of any one occurrence to no more than seven days, with PRISM able to set the beginning date of the coverage period. This change represents ongoing negotiations between PRISM and their reinsurers, so we may see additional changes for FY 24/25.

Attached is an illustration of the changes with a hypothetical claim for injuries resulting from a wildfire lasting 14 days, assuming the total loss is \$15M and equal amounts of \$7.5M were spread over two 7-day periods. Under the new occurrence definition NCC and PRISM would both have two SIRs to pay for what would be two claims rather than one.

Another change for FY 24/25 has been the transition to LWP for Workers' Compensation claims administration. They have provided the attached update on activities since they started July 1 as well as an overview of future expectations and objectives.

**DISCUSSION POINTS:**

1. What additional changes are we expected to see for WC benefits (presumptions, med tx)?
2. How can we reduce med treatment delays and TD to improve outcomes?
3. How will current employment environment effect future WC costs?

**ATTACHMENT(S):**

1. PRISM Endorsement NO. U5: Occurrence Definition Amendatory Endorsement & Illustration
2. LWP Presentation

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**NOTES:**

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**ENDORSEMENT NO. U-5**  
**PUBLIC RISK INNOVATION, SOLUTIONS AND MANAGEMENT (PRISM)**  
**EXCESS WORKERS' COMPENSATION**  
**OCCURRENCE DEFINITION AMENDATORY ENDORSEMENT**

It is understood and agreed that the DEFINITIONS section of the Memorandum of Coverage is amended as follows:

Section VIII. OCCURRENCE is hereby deleted and replaced by the following:

VIII. OCCURRENCE: (A) All bodily injury sustained by one or more employees involving one or more Covered Parties, from any one disaster, accident or event, or any series of disasters, accidents, or events, and is traceable to the same single disaster, accident or event, or series of disasters accidents or events, shall be deemed to arise from a single occurrence; however, any one occurrence shall be limited to no more than seven calendar days such that each individual employee claimant's date of injury must fall within the seven calendar day period. PRISM may choose the date when any such seven calendar day period begins, provided that it is not earlier than the date and time of the first recorded employee claimant's date of injury, and provided that no two periods overlap. Should this Memorandum expire or terminate while an occurrence covered hereunder is in progress, PRISM will be responsible for its portion of loss arising from such occurrence under this Memorandum through the conclusion of the seven calendar day period, even if such period extends beyond the term of this Memorandum, subject to the terms and conditions hereof, provided that no amount of loss for the same occurrence shall be claimed against any renewal or replacement of this Memorandum. (B) Occupational disease and communicable disease sustained by each employee shall be deemed to arise from a separate occurrence, and the occurrence shall be deemed to take place on the last day of the last exposure, in the employment of the Covered Party, to conditions causing or aggravating the disease OR the date upon which the employee first suffered disability and either knew, or in the exercise of reasonable diligence should have known, that such disability was caused by his or her employment with the Covered Party, whichever comes first.

It is further agreed that nothing herein shall act to increase PRISM's limit of indemnity.

This endorsement is part of the Memorandum of Coverage and takes effect on the effective date of the Memorandum of Coverage unless another effective date is shown below. All other terms and conditions remain unchanged.

Effective Date:

Memorandum No.: PRISM 23 EWC-00

Issued to: ALL MEMBERS

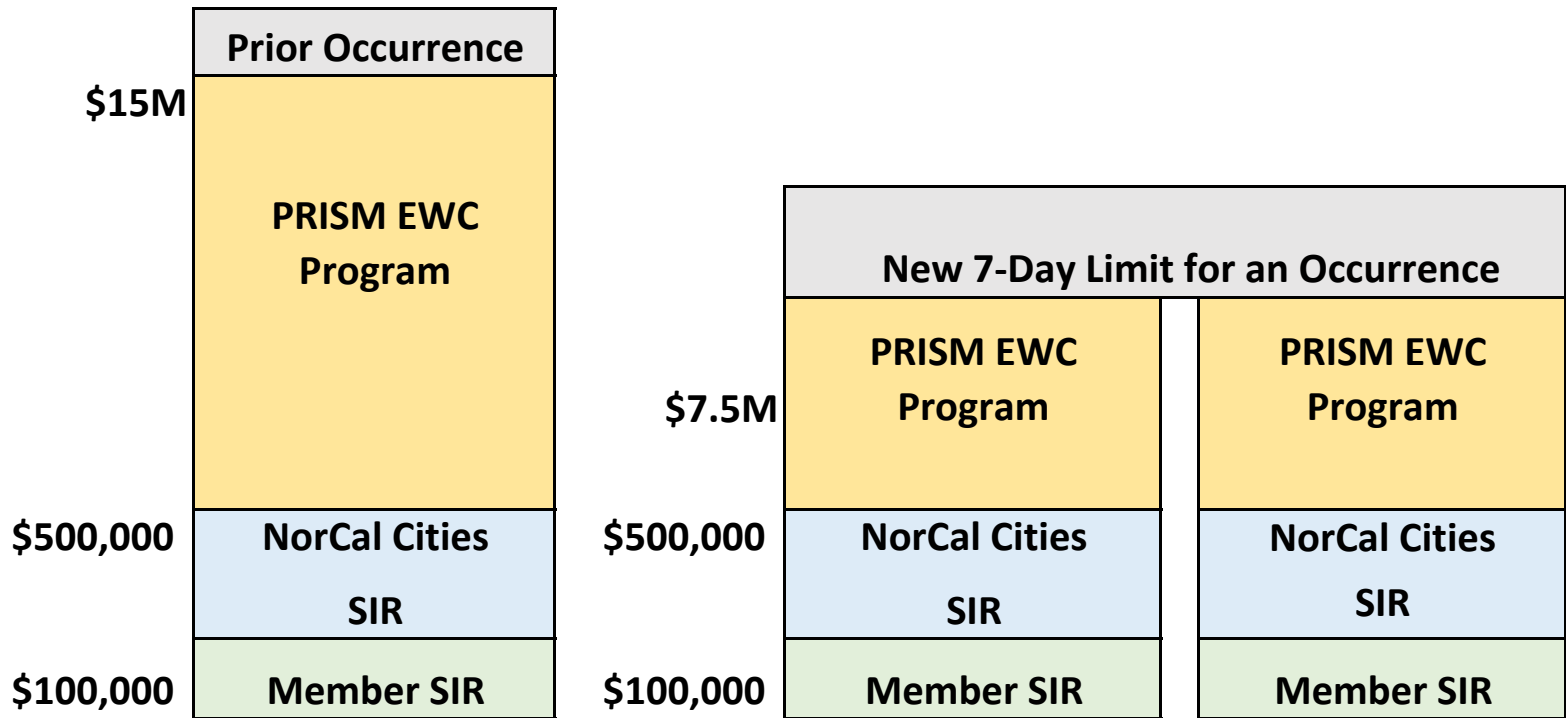
Issue Date: June 30, 2023



Authorized Representative

Public Risk Innovation, Solutions and Management

**Sample \$15M In Total Work Comp Claims Arising From 14-Day Wildfire**



## WORKERS COMPENSATION CLAIMS MANAGEMENT

PREPARED FOR  
**NCCSIF**



# Claim Summary



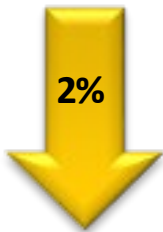
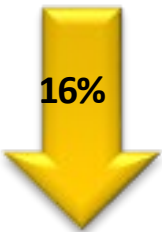
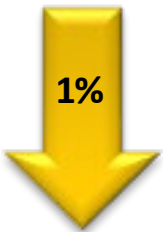
As of November 30, 2023  
By Date Reported

	Closed	Open	# of Claims	Total Paid	Total Outstanding	Total Incurred
Prior Years	12651	126	12777	\$134,036,442	\$12,988,673	\$147,025,114
07/01/2014 - 06/30/2015	372	19	391	\$8,142,456	\$2,997,355	\$11,139,811
07/01/2015 - 06/30/2016	331	18	349	\$5,213,879	\$1,265,622	\$6,479,500
07/01/2016 - 06/30/2017	386	16	402	\$7,119,066	\$810,977	\$7,930,044
07/01/2017 - 06/30/2018	363	15	378	\$6,025,533	\$808,826	\$6,834,359
07/01/2018 - 06/30/2019	348	34	382	\$7,682,157	\$11,910,085	\$19,592,243
07/01/2019 - 06/30/2020	308	40	348	\$6,854,419	\$2,099,534	\$8,953,953
07/01/2020 - 06/30/2021	379	49	428	\$6,520,940	\$2,950,142	\$9,471,083
07/01/2021 - 06/30/2022	591	59	650	\$5,947,419	\$3,620,645	\$9,568,063
07/01/2022 - 06/30/2023	368	101	469	\$3,019,406	\$3,855,401	\$6,874,807
07/01/2023 - 06/30/2024	67	106	173	\$329,130	\$1,080,648	\$1,409,778
Grand Total	16164	583	16747	\$190,890,847	\$44,387,909	\$235,278,756

# Takeover Claim Status



## Takeover Claims Development

Then	Outstanding	Open	Total Incurred on Claims Open at Takeover
Jun-23	\$44,259,430	560	\$88,600,245
			
Now			
Nov-23	\$43,155,300	468	\$87,752,437
Change	-\$1,104,130	-92	-\$847,808

# Claims Reported Since Takeover

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Type	Closed	Open	Grand Total
Indemnity	17	32	49
Medical	49	73	122
First Aid	1	1	2
<b>Grand Total</b>	<b>67</b>	<b>106</b>	<b>173</b>

# Initial Utilization Review Activity

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## Utilization Review (July – October)

Referral to UR: 3 (2 are Surgery non-certifications)	Cost- \$1655
Internal Approvals: average 80 per month	Cost- \$0

### Benefits to employees and members

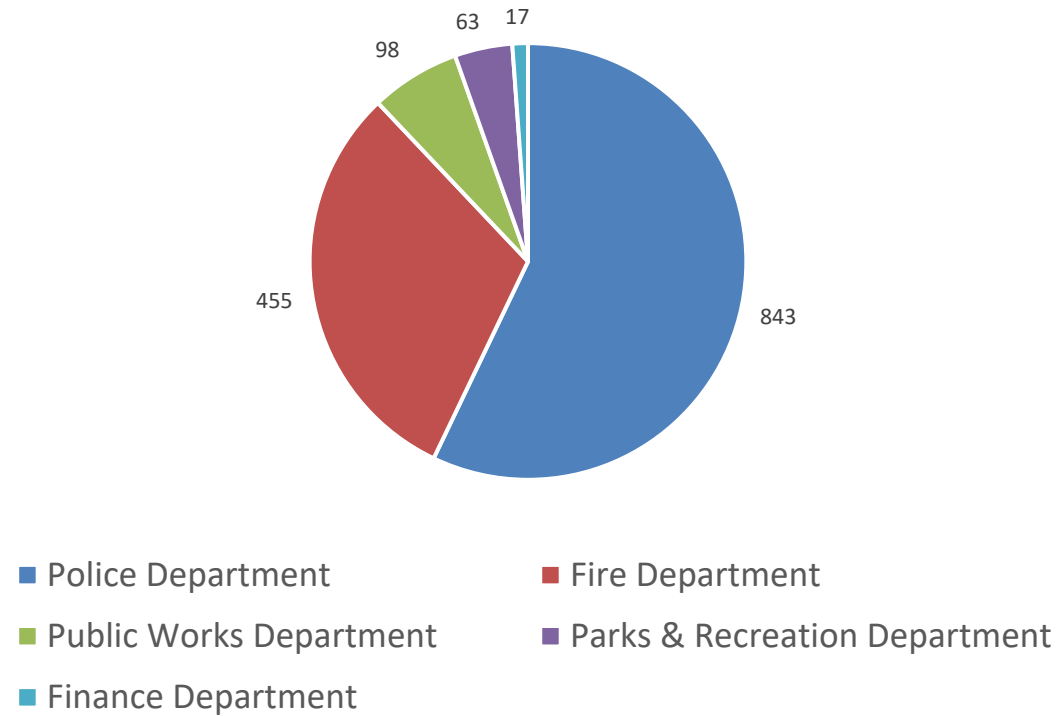
- Minimal delays in treatment
- Minimal UR costs
- No disruption in provider- injured worker relationship
- Anticipated reduction in lost time



# Recent Claims by Department



Injury by Department 7/1/2020 - 11/30/2023



# Ongoing Service Activities

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- Introduction meetings with each City – initially and with each new contact
- Assisting members in partnership with Work Health Solutions
- Claim Reviews being completed and/or scheduled
- Ongoing training - individualized per member need
- Individualized roundtables for high profile claims
- Taking action on claims with stalled treatment plans or case resolution

**Your feedback is beneficial in assisting us in continuing to strengthen the team's communications**

# Industry Trends

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- Recent Changes
  - Shortened investigation periods for presumption claims
  - Introduction of penalties for questionable delays and denials
- **Upcoming Changes**
  - **Covid notice reporting to LWP ends 12/31/23**
  - **Covid presumptions expire 12/31/23**
- Potential Changes
  - Increase in medical benefits due during delay periods
  - Legislating presumptions for non-safety employees
  - Shortened investigation periods for non-presumption claims

# Thank you!

Experience + Modern Techniques  
+ Good Old Fashioned Relationship Building  
**= RESULTS**



Delivering What We Promise.



**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.3.b.**

**LIABILITY PROGRAM**

**TOPIC:** Members are provided an overview of the upcoming renewal terms and anticipated expenses for NCC's excess coverage with the California Joint Powers Risk Management Authority (CJPRMA).

By the time of the meeting, we will have the estimated rates for excess coverage as well as confirmation of an expected assessment of \$1,326,184. At this writing we can't confirm but expect to have an option to pay the assessment over three years if needed. We will also confirm the amount of an estimated 10% surcharge on the annual funding.

Attached is an exhibit showing the time period covered by the assessment and the amounts expected to be collected from each member. These figures are net of the Excess Loss Fund (ELF) that members funded in past years to absorb larger than expected losses, now being used to reduce the deficits.

While much of the need for the assessment is due to the escalating settlement value of claims, something all excess liability coverage providers are experiencing, the CJPRMA deficit was made worse by being slow to update their funding formula. Beginning in FY 21/22 CJPRMA changed their formula to reflect their more recent loss experience as well as increasing their funding confidence level over the years from 70% to the current 85%. These changes will help keep them out of a deficit for the more current years while assessing to make up for inadequate funding in the past. There are still at least two years in a deficit that may require an assessment in the future if losses continue to outpace funding.

Given the increased severity of liability claim jury verdicts and their impact on settlement values, often attributed to a number of causes labeled as "social inflation", NCC had to take on more risk by increasing its Self-Insured Retention (SIR) from \$500,000 in FY 21/22 to \$750,000 in FY 22/23. The group had no choice since CJPRMA eliminated the \$500,000 option, but NCC chose to further increase the SIR to \$1,000,000 in FY 23/24 to reduce by 50% a surcharge imposed by CJPRMA due to NCC's loss history and resulting experience rating. We don't expect to recommend increasing NCC's SIR for FY 24/25.

**DISCUSSION POINTS:**

1. How do we maintain financial stability across hard markets?
2. Are members willing to fund at higher confidence levels in order to provide a more stable future?
3. Are there measures NCCSIF should be taking now to prepare for larger retained amounts?

**ATTACHMENT(S):** CJPRMA Proposed ELF Applied Program Year Deficits by Member

**NOTES:**

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Proposed ELF Applied Program Year Deficits by Member						Total	ELF Funds	Equity after Applying ELF
	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017			
<b>Alameda</b> \$	(18,496) \$	(194,347) \$	(31,313) \$	(315,815) \$	(500,402) \$	<b>(1,060,373)</b> \$	704,705 \$	<b>(355,668)</b>
<b>Chico</b> \$	(20,865) \$	(124,733) \$	(17,785) \$	(166,707) \$	(314,459) \$	<b>(644,549)</b> \$	421,533 \$	<b>(223,016)</b>
<b>CCCMRMIA</b>								
<b>CSJVRMA</b>								
<b>Fairfield</b> \$	(27,060) \$	(178,605) \$	(27,998) \$	(292,273) \$	(538,073) \$	<b>(1,064,009)</b> \$	634,831 \$	<b>(429,178)</b>
<b>Livermore</b> \$	(18,805) \$	(148,448) \$	(28,209) \$	(280,117) \$	(524,402) \$	<b>(999,981)</b> \$	510,618 \$	<b>(489,363)</b>
<b>LPFD</b>							\$ 39,958	<b>\$ 39,958</b>
<b>Fremont</b> \$	(62,374) \$	(382,703) \$	(56,410) \$	(552,890) \$	(1,099,668) \$	<b>(2,154,045)</b> \$	1,207,648 \$	<b>(946,397)</b>
<b>Lodi</b> \$	(7,286) \$	(109,409) \$	(17,860) \$	(169,813) \$	(327,223) \$	<b>(631,591)</b> \$	383,133 \$	<b>(248,458)</b>
<b>Manteca</b>								
<b>NCCSIF</b> \$	(92,099) \$	(555,812) \$	(94,844) \$	(914,129) \$	(1,679,325) \$	<b>(3,336,209)</b> \$	2,010,025 \$	<b>(1,326,184)</b>
<b>PERMA</b>								
<b>Petaluma</b> \$	(15,902) \$	(104,069) \$	(16,459) \$	(164,851) \$	(291,015) \$	<b>(592,296)</b> \$	360,424 \$	<b>(231,872)</b>
<b>Redding</b> \$	(33,582) \$	(224,577) \$	(36,600) \$	(363,725) \$	(691,511) \$	<b>(1,349,995)</b> \$	761,529 \$	<b>(588,466)</b>
<b>Pomona</b>							\$ 89,969	<b>\$ 89,969</b>
<b>REMIF</b> \$	(66,671) \$	(382,850) \$	(60,672) \$	(590,256) \$	(1,035,865) \$	<b>(2,136,314)</b> \$	1,297,904 \$	<b>(838,410)</b>
<b>Richmond</b> \$	(736,775) \$	(752,826) \$	(154,493) \$	(624,883) \$	(916,553) \$	<b>(3,185,530)</b> \$	1,050,840 \$	<b>(2,134,690)</b>
<b>Roseville</b> \$	(80,685) \$	(358,569) \$	(58,185) \$	(598,284) \$	(1,111,157) \$	<b>(2,206,880)</b> \$	1,201,085 \$	<b>(1,005,795)</b>
<b>San Leandro</b> \$	(28,037) \$	(115,139) \$	(17,920) \$	(181,406) \$	(332,963) \$	<b>(675,465)</b> \$	396,899 \$	<b>(278,566)</b>
<b>San Rafael</b> \$	(13,787) \$	(129,531) \$	(20,878) \$	(211,003) \$	(396,573) \$	<b>(771,772)</b> \$	452,581 \$	<b>(319,191)</b>
<b>Santa Rosa</b> \$	(64,618) \$	(376,579) \$	(59,737) \$	(593,114) \$	(1,101,118) \$	<b>(2,195,166)</b> \$	1,253,786 \$	<b>(941,380)</b>
<b>SCORE</b> \$	(815) \$	(74,041) \$	(11,838) \$	(117,464) \$	(211,909) \$	<b>(416,067)</b> \$	277,752 \$	<b>(138,315)</b>
<b>SBAJPIA</b>								
<b>Stockton</b> \$	(33,569) \$	(321,452) \$	25,882 \$	(447,784) \$	(941,338) \$	<b>(1,718,261)</b> \$	1,504,127 \$	<b>(214,134)</b>
<b>Sunnyvale</b> \$	(43,794) \$	(336,793) \$	(53,929) \$	(543,775) \$	(1,038,209) \$	<b>(2,016,500)</b> \$	1,129,485 \$	<b>(887,015)</b>
<b>Vallejo</b> \$	(20,470) \$	(186,290) \$	(29,591) \$	(294,424) \$	(534,018) \$	<b>(1,064,793)</b> \$	659,462 \$	<b>(405,331)</b>
<b>Vacaville</b> \$	(26,666) \$	(195,146) \$	(30,994) \$	(305,640) \$	(571,175) \$	<b>(1,129,621)</b> \$	680,483 \$	<b>(449,138)</b>
<b>YCPARMIA</b> \$	(95,057) \$	(690,737) \$	(110,714) \$	(1,151,229) \$	(2,233,764) \$	<b>(4,281,501)</b> \$	2,441,777 \$	<b>(1,839,724)</b>
<b>Total</b> \$	<b>(1,507,413)</b> \$	<b>(5,942,656)</b> \$	<b>(910,547)</b> \$	<b>(8,879,582)</b> \$	<b>(16,390,720)</b> \$	<b>(33,630,918)</b> \$	19,470,554 \$	<b>(14,160,364)</b>



**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.3.c.**

**PROPERTY PROGRAM STRUCTURE**

**TOPIC:** In the face of rising construction costs, increased claim activity, wildfire exposure, and the resulting increase in premiums, members have had to increase their property deductibles from \$5,000 to \$25,000 and more for high-value vehicles. Members have responded by moving coverage for some vehicles to another program with deductibles as low as \$1,000.

Members previously considered but did not create a Property Program Banking Layer to enable members to increase the insurance deductible and potentially reduce the overall cost of risk. At this time there are no plans to create a Banking Layer, but the Program Administrators will continue to look for opportunities to reduce the overall cost of coverage, perhaps with a deductible buy down or parametric product that offers an immediate payout in case of a triggering event. The difficulty in this market is the need to increase the deductible or SIR to at least \$500,000, and perhaps as high as \$3,000,000 to achieve any significant premium savings, and the deductible buy-down options including parametric products are still not attractive, particularly for wildfire.

On an individual member level parametric products for earthquake or flood are relatively new examples of how this model may work, and attached is information on both products. If any members are interested in learning more about these options please contact the Program Managers. Also attached is a recent announcement from the Department of Insurance regarding new rules and “Safer from Wildfires” efforts to shore up the homeowners’ market that should ultimately also benefit members.

The main focus for FY 24/25 will continue to be assisting members with updating their property and vehicle schedules to reflect current valuations. Vehicles with Actual Cash Value (ACV) coverage should be depreciated over time, while those insured at Replacement Cost Value (RCV) may need to be increased. We have scheduled a webinar for February 15, 2024, on the difference between the two programs for vehicle coverage and how to prepare for renewal.

Real and personal property coverage at RCV will be trended 5% for inflation, and many properties were recently appraised in person or with a desk audit and adjusted as needed.

**DISCUSSION POINTS:**

1. How do we maintain financial stability across hard markets?
2. Are members willing to fund a higher deductible to provide a more stable future?
3. Are there measures NCCSIF should be taking now to prepare for larger retained amounts?

**ATTACHMENT(S):**

1. Flood Flash Parametric Coverage Overview
2. Shake and Pay Overview
3. DOI Sustainable Insurance Strategy and Safer from Wildfires Summary





[BACK TO AGENDA](#)

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.3.c.**

**NOTES:**

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# Protect your business the smart way

FloodFlash parametric flood insurance  
now available for large and complex  
commercial risks across the US.



# Parametric coverage: flood insurance made simple

Parametric insurance doesn't pay claims based on the cost of damage, but the event itself. This makes policies simpler and claims faster.

01

## Select:

You choose the trigger depth and dollar value for your coverage. You can add multiple triggers on a single sensor or opt for multiple sensors in different locations across a site as needed.

02

## Install:

Our engineers pay a visit and install an internet-connected sensor at your property. For more complex risks we can install multiple sensors or include other data sources.

03

## Settle:

We monitor flood depth with the sensor. As soon as it confirms the chosen trigger depth has been reached by a flood we arrange the payout.

5



**There are no restrictions on how you use the money. After a claim you are in complete control of the recovery.**

# The FloodFlash sensor explained

Each FloodFlash sensor provides high resolution flood data at your chosen property. You can choose a policy with one sensor, or use multiple sensors across a site to match your risk.



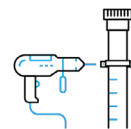
## Smart

Each sensor is equipped with high-accuracy, ultrasonic depth measurement technology - a bit like the parking sensors on a car. It also has internet connectivity to send up-to-date flood data to FloodFlash HQ.



## Durable

The sensor is built to last. It features a battery that lasts up to 12 years, is tamper proof and has a memory chip to store data for when networks fail. It is built to weather almost any storm that comes your way.



## Simple

The sensor uses technology that has been around for a long time, so everything is proven to work. Plus the simple installation means that we can organize replacements fast if we need to.

# How it works

FloodFlash brings the ease and speed of standard FloodFlash coverage but with added flexibility. Our team is on hand to help tailor your parametric insurance at every step of the journey.

- 01 **Enter a quote:** visit [www.floodflash.co](http://www.floodflash.co) to enter the risk details for the commercial property
- 02 **Get a callback:** one of our expert team will contact you to arrange a call to discuss how FloodFlash can help
- 03 **Underwriter meeting:** the agreed proposal is shared with underwriters to confirm pricing
- 04 **Contract-certain quote:** contract pricing and wording are formalized for the broker and client to consider
- 05 **Close meeting:** used to cover any questions and/or objections before closing the deal

7

## Use FloodFlash for...

### 1 - Increased insurance limits



If you have limits on what your current insurance would pay after a flood you can top up your coverage with FloodFlash.

### 2 - Cover your deductibles



If your existing insurer has placed a deductible on your flood cover you can fill the exposure with FloodFlash coverage.

### 3 - Multiple sites in a portfolio



If you want to cover multiple buildings in a single site, or across multiple sites we can manage coverage that suits your portfolio needs.

### 4 - Detailed consulting support



The FloodFlash team helps you and your broker ask the right questions to define the coverage that works best for your risk.



# SHAKE=PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

## FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

**NO PROPERTY DAMAGE REQUIRED**



# SHAKE AND PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## WHY IT'S A GAME CHANGER:

Zero Deductible: **NONE, NIL, NADA**

Rapid Claims Process: Measured in days

An extremely broad coverage policy that can be used for almost **ANY ECONOMIC LOSS** including but not limited to:

- Business Interruption (BI) / Contingent BI
  - Property damage
  - Any deductibles for traditionally insured exposures
  - Loss of revenues or profits with or without property damage
  - Extra and Extraordinary expenses
  - Loss of value or loss of market
  - Earthquake sprinkler leakage
  - Fire following
  - Hardscapes and landscapes
  - Loss of tax base or revenues (public entity)
  - Engineering and safety certification costs
  - Equity protection
- 
- Annual Aggregate Limit
  - Term: Annual (multi-year available in limited circumstances)
  - Underwritten by various insurance companies securely rated by A.M. Best

# SHAKE = AND PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## TRADITIONAL INSURANCE VS. SHAKE AND PAY<sup>®</sup>












	TRADITIONAL INSURANCE	SHAKE AND PAY <sup>®</sup>
Deductibles	5-25% of Total Insured Value	<b>NONE, NIL, NADA</b>
Claims Process	... Up to Years to Settle	Rapid and Transparent; Measured in Days

### COVERAGES

AS DEFINED IN POLICY TERMS

 = VARIOUS  
LIMITATIONS  
APPLY

 = FULL COVERAGE  
Up to the Purchased  
Policy Limit  
(Annual Aggregate)

Full Property Damage		
Earthquake Sprinkler Leakage		
Hardscapes and Landscapes		
Direct/Indirect Financial Losses		
Business Interruption (BI) / Contingent BI		
Loss of Revenue or Profit		
Engineering and Safety Certification Costs		
Extra and Extraordinary Expenses		
Equity Protection		

**SHAKE AND PAY<sup>®</sup>  
COVERS ALL THIS  
AND MORE!**



# SHAKE=PAY<sup>®</sup>

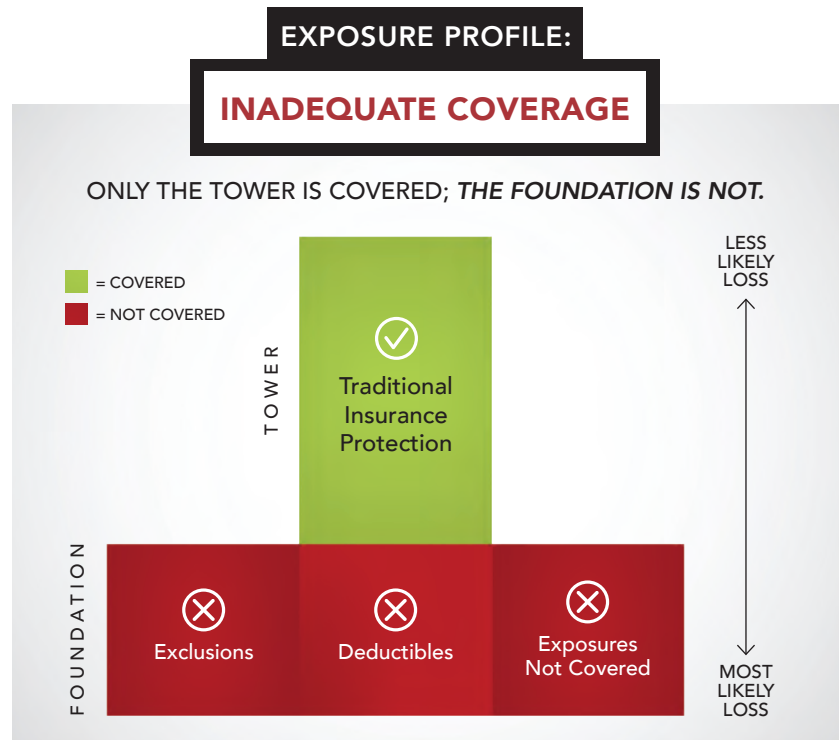
You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## WHY THE TRADITIONAL INSURANCE MODEL IS FULL OF CRACKS

### TRADITIONAL INSURANCE DRAWBACKS:

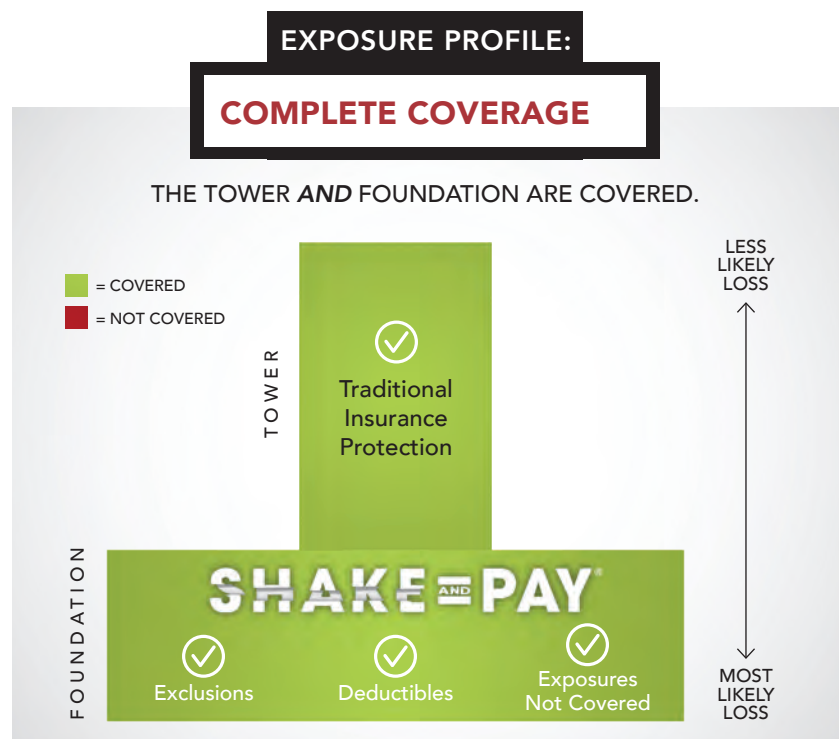
- Coverage attaches “outside of the money”
- Deductibles
- Exclusions
- Potential for a contentious claims process including accountants and attorneys



## SHAKE AND PAY<sup>®</sup> PROVIDES THE MOST COMPLETE COVERAGE

### SHAKE AND PAY<sup>®</sup> KEY BENEFITS:

- Coverage attaches “in the money”
- No deductible
- Limited Exclusions
- Coverage for **ANY** economic loss
- Rapid and streamlined claims process providing for near immediate liquidity



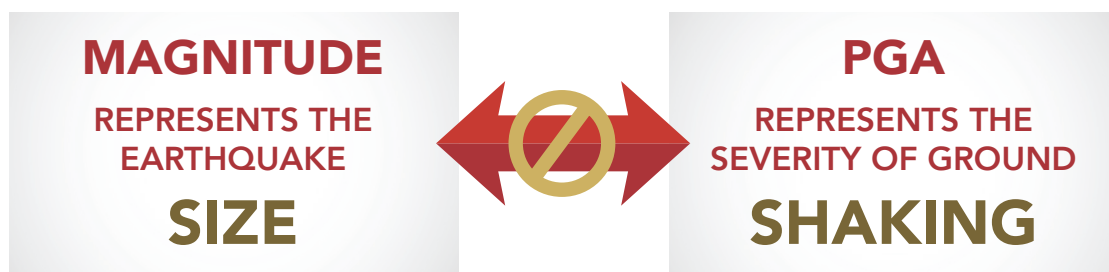
# SHAKE=AND PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

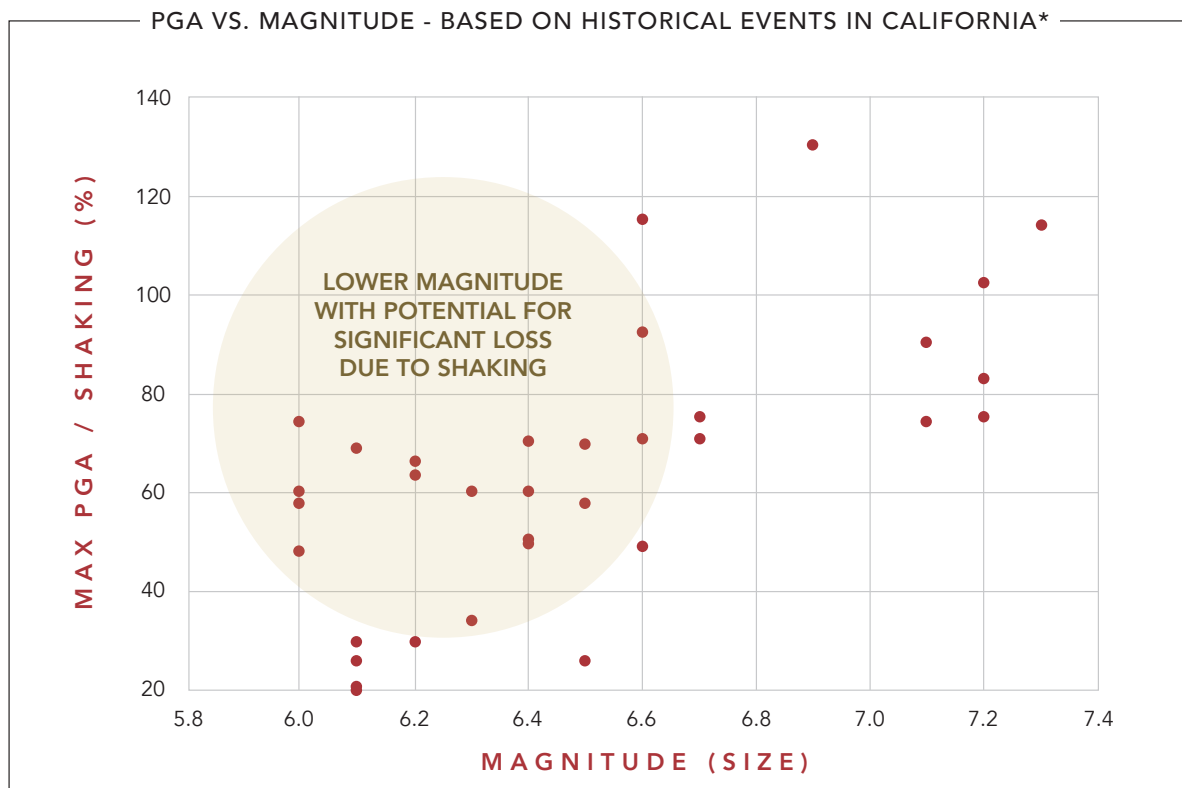
FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## WHAT IS PEAK GROUND ACCELERATION (PGA) AND WHY IS IT PREFERRED?

Peak Ground Acceleration (PGA) is an intensity measurement used to represent the shaking felt on the ground during an earthquake (refer to FAQ #2 for official definition).



It is important to understand that events with a lower magnitude (size) or events several hundred miles away can still cause significant loss (shaking) to an area.



\*PGA and Magnitude data as provided through the USGS ShakeMap MetaData. <https://earthquake.usgs.gov/data/shakemap/>

# SHAKE = AND PAY®

You Shake, We Pay.™

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## HOW IT WORKS

SHAKE

### STEP 1

Magnitude 6.0 Earthquake occurs anywhere in the region and affects covered territory (Covered Event) – event start date and event end date (12:00 am PST on the 31st day after event start date) are established.

### STEP 2

USGS publishes a ShakeMap:  
<https://earthquake.usgs.gov/data/shakemap/>

Created by an act of Congress in 1879, the **U.S. Geological Survey (USGS)** monitors, assesses, and conducts targeted research to provide independent scientific reporting about natural hazards. USGS is relied upon for its natural science expertise and its vast earth and biological data holdings. The USGS is the sole science agency for the Department of the Interior.



### STEP 3

RMS (calculation agent) creates an event report that certifies the maximum Peak Ground Acceleration (PGA) by covered territory as released by the USGS ShakeMap.

### STEP 4

Based on the RMS event report, the loss payment amount available for claims payments is the % of Limit related to the Maximum PGA.

### STEP 5

The insured will prepare a proof of loss attesting to economic loss from the covered event and submit via the claims reporting process using the designated claims phone number or email provided in the policy.

### STEP 6

The claims processor will verify the loss payment amount available based on the event report and the proof of loss attestation and will submit for claims payment to insured up to the maximum loss payment amount.

PAY

# SHAKE=PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

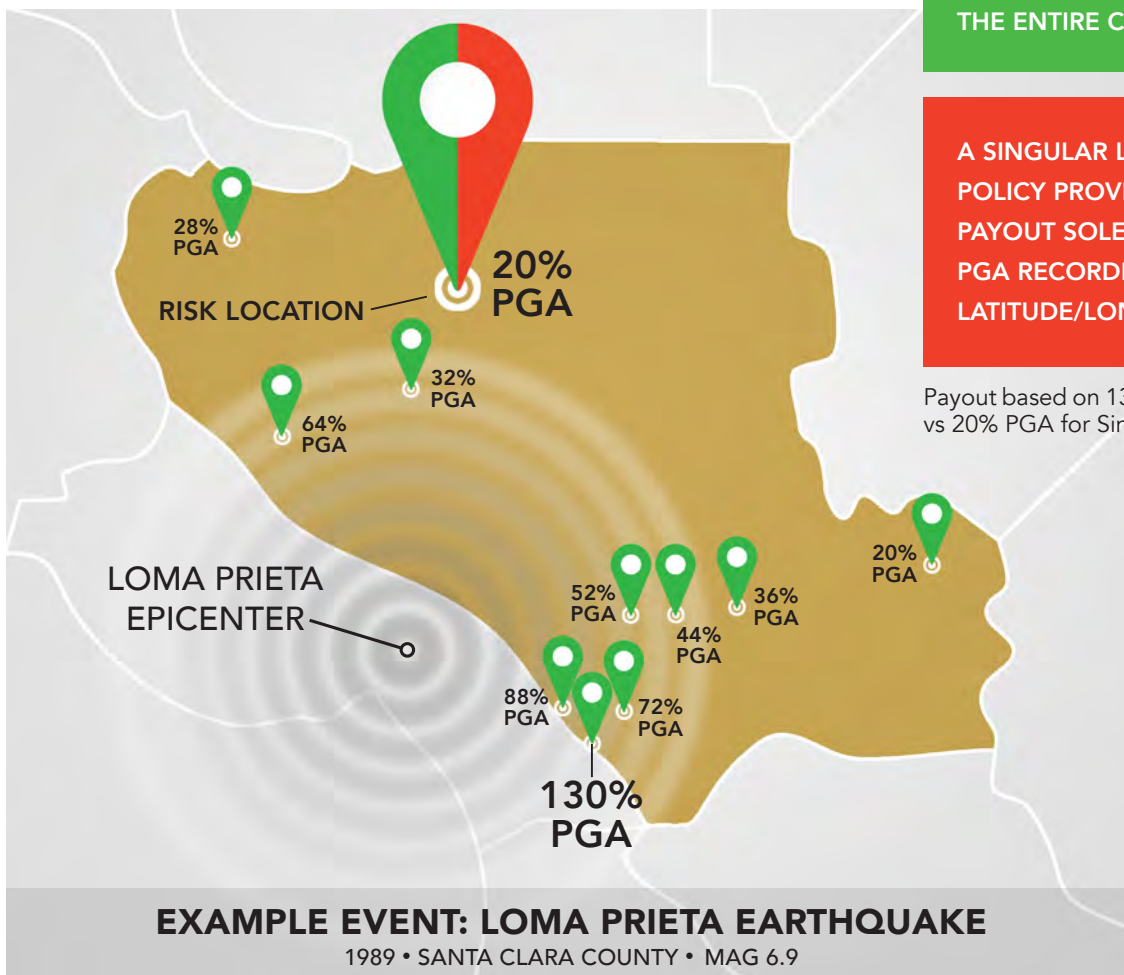
THE BELOW DEMONSTRATES HOW HAVING A SINGULAR LOCATION STRUCTURE (RED) REDUCES THE LIKELIHOOD OF TRIGGERING A PAYOUT AS COMPARED TO MULTIPLE MEASUREMENTS IN A COUNTY/REGION-BASED STRUCTURE (GREEN).

SHAKE AND PAY<sup>®</sup> PGA MEASUREMENTS THROUGHOUT THE COUNTY

COORDINATE-BASED PGA MEASUREMENT AT SINGULAR LOCATION

SHAKE AND PAY<sup>®</sup> POLICY PROVIDES A COVERAGE PAYOUT BASED ON THE HIGHEST PGA RECORDED IN THE ENTIRE COUNTY/REGION

A SINGULAR LOCATION LEVEL POLICY PROVIDES COVERAGE PAYOUT SOLELY BASED ON THE PGA RECORDED AT THAT LATITUDE/LONGITUDE



Payout based on 130% PGA Shake and Pay policy vs 20% PGA for Singular location policy.

Above is a sampling of PGAs and does not reflect all captured measurements.

**SHAKEMAP IS NOT AN ACTUAL MEASUREMENT AT YOUR LOCATION**

# SHAKE AND PAY<sup>®</sup>

You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## FAQ'S

### DOES THE EPICENTER OF THE EARTHQUAKE NEED TO OCCUR IN MY COUNTY TO TRIGGER MY POLICY?

**NO!!!** A Magnitude 6.0 or greater earthquake can happen anywhere in your state or extended region. After the earthquake occurs, the policy loss payout amount is determined based on the Maximum Peak Ground Acceleration (PGA) as measured by the USGS ShakeMap in your county.

### WHAT IS PEAK GROUND ACCELERATION (PGA)?

Peak ground acceleration (PGA) is an intensity measurement of actual ground shaking that occurs during an earthquake. PGA can be measured many miles from the epicenter of the earthquake and can be a better predictor of economic loss as experienced by the insured since it is being measured locally in your county.

### WHY IS PGA THE DETERMINANT OF THE MAXIMUM PAYOUT INSTEAD OF THE MAGNITUDE OF THE EARTHQUAKE AT THE EPICENTER?

The epicenter of the earthquake can be several hundred miles from your location; even in a neighboring state. As a policyholder, the PGA intensity as measured in your county and the level of damages you experience are what is most important. As an example, if you live near a fault line and a high magnitude earthquake occurs 300 miles from your location, the ground shaking that you experience could still be severe in your county.

### AVAILABLE LIMITS AND TERRITORIES

- Automated quoting and binding for limits between \$50,000 and \$5,000,000 within a single coverage region.
- Higher limits or for risks that include more than a single coverage region, underwriting referrals are available.

### IS THE LIMIT OF INSURANCE CONNECTED TO THE TOTAL VALUE OF MY EXPOSURE?

**NO!!!** Unlike traditional insurance that attaches in excess of likely losses and is underwritten based upon the total exposure, Shake and Pay limits are determined based upon projected needs and budget.

### WHO IS PROVIDING THE INSURANCE?

Various insurance companies securely rated by A.M. Best.

### DO I HAVE TO HAVE TRADITIONAL INSURANCE TO PURCHASE SHAKE AND PAY?

This is not a requirement for purchase of the product.

### WHAT IS SHAKEMAP?

ShakeMap is a product of the USGS Earthquake Hazards Program that provides near-real-time maps of ground motion and shaking intensity following significant earthquakes, which can be found here: <https://earthquake.usgs.gov/data/shakemap>.

### WHO IS RMS?

Risk Management Solutions (RMS) is a leading catastrophe risk modeling company founded in 1989 to "create a more resilient and sustainable global society through a better understanding of catastrophic events."



You Shake, We Pay.<sup>SM</sup>

FIRST DOLLAR EARTHQUAKE INSURANCE THAT MAKES SENSE

## DISCLAIMER

### IMPORTANT NOTICE

New Paradigm Underwriters, LLC is a Florida based Managing General Agency (license #W149833) and acts as a program manager for insurance companies that may not be licensed in all states. In certain states, Parametric Insurance is offered on a non-admitted basis through licensed surplus line brokers.

The delivery of the information contained herein is not intended as a solicitation for the purchase of insurance in any jurisdiction where such solicitation would be unlawful.

The description of coverage contained herein is for preliminary informational purposes only. The exact coverage provided is subject to and governed by the terms and conditions of each policy issued.

California License #0N07286

DBA: Insurance Solutions by New Paradigm



**NEW PARADIGM**  
**UNDERWRITERS**

*We cover what others exclude.*

One West Las Olas Blvd, Suite 200, Fort Lauderdale, FL 33301 | 954.713.9999 | Info@npuins.com | **NPUINS.com**





#INSURECA

# AGENT & BROKER ALERT

California Insurance Commissioner Ricardo Lara

## California's Sustainable Insurance Strategy

**November 14, 2023** — In a significant move to protect California consumers and address the pressing challenges posed by climate change, Insurance Commissioner Ricardo Lara has unveiled the state's Sustainable Insurance Strategy. This ambitious strategy is aimed at safeguarding the overall health of the insurance market, comprised of consumers, homeowners and business owners, while ensuring long-term sustainability.

The strategy seeks a commitment from insurance companies to write a minimum of 85% of homes and businesses in distressed areas, where normal insurance is hard to find. This will reverse the trend of a growing FAIR Plan and make sure that insurance is available, especially in high-risk regions.

**Decreasing FAIR Plan Policyholders:** Priority to transition from the FAIR Plan back to the normal insurance market will be given to homes and businesses that mitigate wildfire risk by following the Insurance Commissioner's "Safer from Wildfires" regulation.

**New rules for Catastrophe Models and Mitigation:** The strategy incorporates new catastrophe models that consider mitigation and hardening requirements, leading to more accurate risk pricing. This means more accurate premiums for all Californians so they don't pay more than they should.

**Modernizing the FAIR Plan:** By expanding commercial coverage limits to \$20 million per structure, the strategy addresses coverage gaps which will benefit homeowner associations (HOAs), affordable housing, and infill developments.

### **Safer From Wildfires**

[Safer from Wildfires](#) is a ground-up approach to wildfire resilience with three layers of protection — for the structure, the immediate surroundings, and the community. Following these achievable steps can help you save money on your insurance. Safer from Wildfires was created by an interagency partnership between Insurance Commissioner Ricardo Lara and the emergency response and readiness agencies in Governor Gavin Newsom's administration.

### **Resources**

- [Download a summary of Safer from Wildfires](#) (PDF)
- [California Sustainable Insurance Strategy Overview](#) (PDF)
- [California Sustainable Insurance Strategy Fact Sheet](#) (PDF)
- [Commissioner Lara announces Sustainable Insurance Strategy to improve state's market conditions for consumers](#)
- [Commissioner Lara statement on the success of the second catastrophe modeling and insurance workshop](#)
- [Governor Newsom Signs Executive Order to Strengthen Property Insurance Market](#)
- [Commissioner Lara on Next Steps for Sustainability of California Insurance Market](#)



**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.3.d.**

**JPA ADMINISTRATION**

**TOPIC:** The Program Managers have prepared the attached “Knowledge Silo Matrix” for review and discussion to inform the Board of the current depth of the team managing the JPA and efforts to ensure continuity of operations in the event one or more personnel are no longer available. This is part of an initiative sponsored by the Association of Government Risk Pools (AGRiP) that includes identifying training needs and scheduling one-hour sessions to cover specific topics.

In addition to the Program Management and Brokerage services provided by Alliant, critical functions such as accounting, actuarial analysis, claims management, and risk control are contracted to other firms with the expectation they have similar arrangements for continuity of those operations.

While not listed here, continuity of the Board’s governance ability is also a factor given the realities of retirements and turnover that have been evident in the Board’s makeup for the last several years. Training of alternates and replacements for the Board is an important element of the overall succession plan for the JPA, and most Board meetings have a training element. Individual orientation sessions are also provided to new members.

**DISCUSSION POINTS:**

1. How do we maintain continuity of operations when losing key personnel?
2. What measures should NCCSIF be taking now to prepare for turnover?
3. What training and resources do Board members need to be effective?

**ATTACHMENT(S):** NCCSIF Knowledge Silo Matrix & Category Descriptions

**NOTES:**

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The Steve Trautman Co.  
Talent Risk & Knowledge Transfer Experts

## Knowledge Silo Matrix

- Expert to be Replicated
- Consistent with Expert
- Actively Learning
- Not Working in that Silo
- Risk

Governance  
Business Strategy  
Regulatory Compliance  
People Management  
Process Management  
Contract Management  
Financial Management  
Budgeting  
Underwriting  
Actuarial Interpretations  
Reinsurance  
Member Development  
Claims and Litigation Management  
Risk Management  
Member Relations  
Public Entity Operations  
Insurance Expertise  
Advocacy, Lobbying, Politics

Silo Grouping			Priority																	
Consultants	Service	Personnel																		
Alliant	Program Management & Brokerage	Marcus Beverly, Program Manager																		
		Jenna Wirkner, Assistant Account Manager																		
		Evan Washburn, Account Executive Lead																		
		Conor Boughey, Peer Consultant																		
		Michelle Minnick, Account Manager																		
JMC	Accounting	Jim Marta																		
		Ritesh Sharma																		
Bickmore	Actuary	Mike Harrington																		
		James Kim																		
Sedgwick	Risk Control	Shane Baird																		
		Tom Kline																		
Sedgwick	Liability Claims	Summer Simpson																		
		Brian Davis																		
LWP	Work Comp Claims	Claims Supervisor																		
		Stacey Bean																		
CAJPA	Ed./Advocacy	Association																		
Cal Cities	Ed./Advocacy	Association																		

A silo is a narrow working area that requires deep expertise. A silo takes between a month and a year to learn and usually consists of 20 to 100 skills and tasks that must be mastered to work independently in that area. A silo description should clearly describe the work of the silo. A description should have two to four phrases that include verbs and outputs. The phrases should describe activities and outputs that are core to, or representative of, the work of the silo.

Silo Name	Description/Notes
Governance	<ul style="list-style-type: none"> <li>• Engage the pool's governing body to implement effective decision-making. Determine and oversee meeting processes, agendas and supporting materials.</li> <li>• Manage governing body recruitment and selection process. Conduct governing body orientations and organize ongoing training opportunities.</li> <li>• Build personal relationships with and between governing body members through both formal and informal means. Engage with the governing body at meetings, conferences, dinners, social outings, etc.</li> <li>• Determine and oversee foundational governance strategies and documentation for the pool, such as bylaws and interlocal agreements.</li> </ul>
Business Strategy	<ul style="list-style-type: none"> <li>• Establish the pool's vision, tone and culture.</li> <li>• Develop and implement short- and long-term strategies for the pool's governance, staffing, role in the market, financial adequacy, membership, pricing and all operational elements that are key to achieving the stated vision.</li> <li>• Set strategic and operational priorities for the pool. Determine and monitor progress metrics. Make decisions about where the pool will (or will not) invest time or resources (manage ROI).</li> </ul>
Advocacy, Lobbying, Politics	<ul style="list-style-type: none"> <li>• Establish the pool's strategy for federal or state advocacy and/or lobbying. Determine and monitor legislative activities and priorities. Manage lobbying resources.</li> <li>• Establish and maintain political relationships with agencies, associations, etc., to achieve the pool's vision and overall business strategy.</li> </ul>
Regulatory Compliance	<ul style="list-style-type: none"> <li>• Ensure the pool is compliant with all regulatory requirements.</li> <li>• Establish and maintain regulator relationships to achieve the pool's vision and overall business strategy.</li> </ul>

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Silo Name	Description/Notes
People Management	<ul style="list-style-type: none"> <li>• Establish the pool's vision, strategies and tactics for effective human resources and people management.</li> <li>• Set the tone, culture and operating norms for the pool's staff team.</li> <li>• Ensure the pool's talent management practices and culture are consistent with its vision and overall business strategy.</li> </ul>
Process Management	<ul style="list-style-type: none"> <li>• Establish the pool's business process orientation, priorities, strategies and tactics.</li> <li>• Ensure the pool's business process management practices and culture (including workflows, technology and systems) are consistent with its overall vision and business strategy.</li> </ul>
Contract Management	<ul style="list-style-type: none"> <li>• Establish the pool's strategy and key relationships for supporting business operations through administrative and/or service contracts.</li> <li>• Determine and monitor contract strategy relative to business operations and objectives (determine and manage ROI).</li> </ul>
Financial Management	<ul style="list-style-type: none"> <li>• Ensure the pool's financial philosophy and practices are consistent with its vision and business strategy.</li> <li>• Establish financial adequacy measures, performance indicators and benchmarks.</li> <li>• Establish investment policies and practices appropriate for business strategy.</li> </ul>
Budgeting	<ul style="list-style-type: none"> <li>• Ensure the pool's operational and capital budgeting philosophy and practices are consistent with its vision and business strategy.</li> <li>• Establish budget performance indicators and benchmarks.</li> </ul>
Underwriting	<ul style="list-style-type: none"> <li>• Ensure the pool's underwriting philosophy and practices are consistent with its vision and business strategy.</li> <li>• Establish underwriting performance indicators and benchmarks.</li> </ul>
Actuarial Interpretations	<ul style="list-style-type: none"> <li>• Ensure the pool has reputable actuarial input and interprets actuarial work effectively to meet its business strategy and financial adequacy goals.</li> </ul>

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Silo Name	Description/Notes
Reinsurance	<ul style="list-style-type: none"> <li>• Ensure the pool's reinsurance philosophy and practices are consistent with its vision and business strategy as well as its financial adequacy goals.</li> <li>• Establish reinsurance performance indicators and benchmarks.</li> <li>• Establish and maintain effective reinsurance relationships (including carriers and brokers), ensuring two-way communication.</li> </ul>
Claims and Litigation Management	<ul style="list-style-type: none"> <li>• Ensure the pool's claims philosophy and practices, including litigation philosophy and practices, are consistent with its vision and business strategy.</li> <li>• Establish claims and litigation management performance indicators and benchmarks.</li> </ul>
Risk Management Services	<ul style="list-style-type: none"> <li>• Ensure the pool's risk management (loss control) philosophy and practices are consistent with its vision and business strategy.</li> <li>• Assess and prioritize risk management initiatives that should be understood by the member community and the pool's governing body.</li> <li>• Establish overall pool risk management performance indicators and benchmarks.</li> </ul>
Member Relations	<ul style="list-style-type: none"> <li>• Ensure the pool's member relations (member services) philosophy and practices are consistent with its vision and business strategy. Establish member relations performance indicators and benchmarks.</li> <li>• Create and maintain a rubric for understanding operational environments of pool members. Ensure the pool staff and governing body understand and appreciate the operations of member entities and important issues faced by pool members.</li> <li>• Prioritize member services and delivery methods relative to the pool's overall business strategy and goals for underwriting, claims and risk management.</li> </ul>

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Silo Name	Description/Notes
Member Development, Marketing and Communications	<ul style="list-style-type: none"> <li>• Ensure the pool's member development and marketing philosophy and practices are consistent with its vision and business strategy.</li> <li>• Ensure the pool's member retention and communications philosophy and practices are consistent with its vision and business strategy.</li> <li>• Establish member development, retention, marketing and communications performance indicators and benchmarks.</li> </ul>
Public Entity Operations	<ul style="list-style-type: none"> <li>• Ensure pool-wide familiarity with and appreciation of the governance, management processes, operations, financial status, functions, services, departments and regulation for the types of public entities covered by the pool.</li> </ul>
Insurance Expertise	<ul style="list-style-type: none"> <li>• Ensure key pool staff and the governing body have familiarity with and appreciation of coverage and risk issues for local public entities within the commercial insurance market for the lines of coverage offered by the pool.</li> </ul>



Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023

SP Item D.3.e.

## CYBER PROGRAM

**TOPIC:** Cyber risks continue to be a high priority for members due to the evolving nature of constant attacks they face and the ability for a successful breach to disrupt their operations. The program Administrators continue to provide guidelines and resources to address these risks, with the most recent offering a free Guided Cyber Crisis Platform offered through Beazley, the group's cyber insurer.

The platform is provided by CYGNVS ("Cignus") and is designed to be a portal for connecting and communicating in the event of a cyber attack. This is an incredibly valuable resource being offered by Beazley at no cost because they have seen that organizations that are prepared in this manner have much better claim outcomes, saving the insurer money in the long run. Attached is more information on the product and please contact the Program Administrators if you are interested in more information.

Members are also reminded of the conditions precedent to obtain certain *excess* cyber coverage in the event of a claim. Attached is the endorsement to the policy with the conditions for each coverage category highlighted. Most important is Multifactor Authentication for all remote and privileged access and formal training for employees to prevent computer crime and social engineering. Also attached are the regular reminders regarding recommended system security standards and CISA resources.

### DISCUSSION POINTS:

1. How do we prevent cyber breaches from disrupting our operations?
2. How do we maintain continuity of operations when experience a cyber breach?
3. What training and resources do members need to many cyber risks?

### ATTACHMENT(S):

1. CYGNVS Guided Cyber Crisis Platform Brochure
2. Excess Cyber Coverage Conditions
3. System Security Standards Guidelines
4. CISA Resources Cheat Sheet

### NOTES:

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Serious cyber attacks happen when you're most vulnerable –by design.

When a serious cyber incident happens, be Connected, Confident, in Control and Compliant.

Research shows cyber crisis response is often complicated by:

1

Key response team members are mobile or external & normal communications channels may be compromised or unavailable

2

Fluid team roster prevents strong incident response plan adoption and execution

3

A closing window of time to begin response and effect resolution before notifying customers and regulators

4

Need to limit liability by documenting a timeline of events, activities and evidence

CYGNVS supports you with:



Secure, out-of-band, mobile accessible that is pre-setup to rapidly assemble team, assign roles and initiate response



Easy-to-follow, step-by-step, guided workflow for team members and external partners with prebuilt playbooks/templates



Unified control center guiding execution with visibility and tracking on all workstreams ensuring all required steps with no missteps



Fine-grained access control across all parties helping protect privilege and documenting evidence simplifying reporting to regulators and customers



## The 4 Cs of CYGNVS

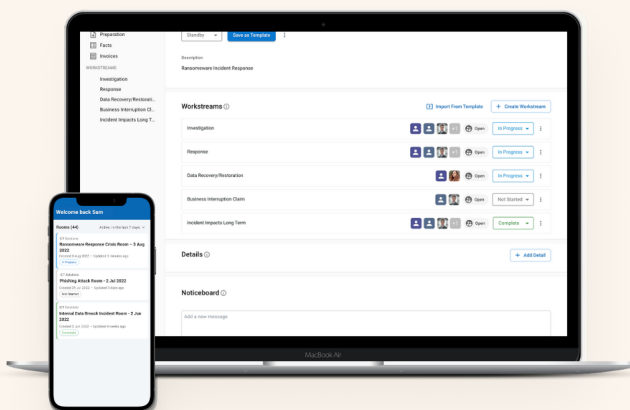
**Connected** with your internal and external teams wherever – secure and out-of-band

**Confident** in response with guided step-by-step workflow from pre-built and practiced playbooks and templates

**Control** the execution to plan across workstreams with visibility and tracking

**Compliant** even in chaos by managing access with full audit trail and simplified reporting to regulators and customers

# CYGNVS guides your team step-by-step through the chaos of a serious cyber attack.



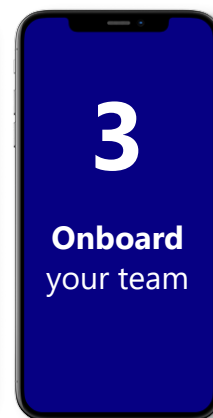
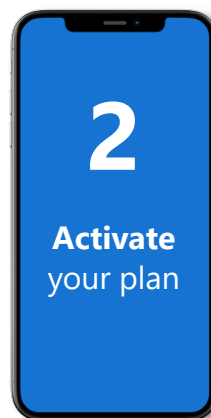
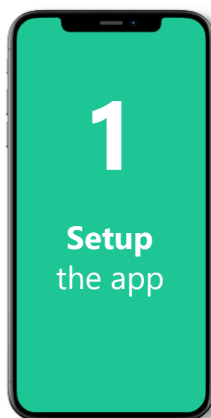
CYGNVS is a guided cyber crisis platform with playbooks designed for every member of the team from CIRT to customer account managers in a secure out-of-band collaboration platform.

Each team member has access only to information authorized for them so everyone can work quickly and securely. Attorney client communications can be segregated, as can communications with any specific parties. CYGNVS brings the entire network of third-party responders to you from attorneys, consultants and insurance providers.

## Get set today in just minutes.



Search "CYGNVS"





# Common Challenges Organizations Face

**The ability to respond is often complicated by:**

## 01 The Weekend

Key team members are remote and internal communications channels and resources may be compromised.

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## 03 Third Party Engagement

When and how to engage forensics firms and outside counsel for ACP and evidence preservation.

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## 02 Response & Comms Plans

Response, recovery, and communications plans are hosted internally and not readily accessible.

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## 04 First 48

Time to mobilize the correct stakeholders, coordinate response efforts, isolate the threat, and address compliance and regulatory reporting requirements.

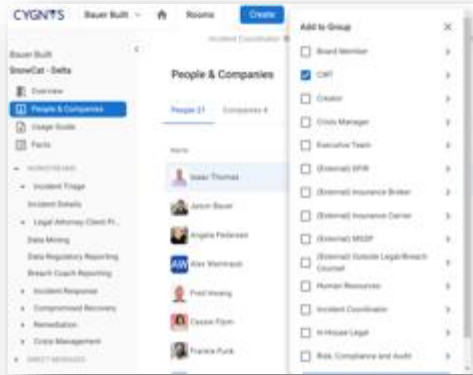
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# The all-in-one GUIDED CYBER CRISIS PLATFORM



# Beazley Preparation Rooms: Value to Clients



- Onboard key team members – Legal, IT, Infosec, Execs, etc
- A secure place to store incident response plans and critical documents.
- A place to practice and run simulations and tabletops
- Mobile App: Access to critical team members 24/7
- Secure out-of-band communications: Messaging, audio/video calls with screen sharing
- Auditable for tracking and regulatory purposes
- Review Beazley's value-added service offerings

**Value to Policyholder beyond insurance –  
policyholders are being asked about IR plans by  
their board, regulators, customers**

## Preparation



*“I have been pretexting my leads to ensure we are prepared to message adoption benefits to all stakeholders.”*

## Municipalities

*"The app is a really cool idea. It's all right there. I'm really glad I followed thru with this meeting."*

*“This looks like a great product. I just attended a webinar where a company shared that they were attacked, and the bad actors even had access to their teams/office 365”*

*“Thanks for checking in. We completed the getting started, and overall, I think it’s a great product. Everything self-explanatory and easy to use.”*

## About

Our market leading cyber solution protects businesses against their cyber threats by building resilience and minimizing risk. We equip all our clients with the cutting-edge pre-breach and risk management tools and services needed to minimize exposure and reduce vulnerabilities from the dangerous world of cyber risks. In the event of an actual or suspected data security incident, clients work directly with our inhouse cyber services and claim specialists to resolve the incident.

## Services

[All services](#) 

### Incident response services

Our Cyber Services team will work with you to provide guidance, answer questions, and arrange investigation and response services from our network of experts best suited to your incident.

[Learn more](#) 

### Improve your cyber resilience

Cutting-edge risk management services to help build your cyber resilience, reduce human error, and manage digital risks.

[View our risk management offerings](#) 

### Create your Cyber Action Plan

Does your cybersecurity measure up? Four areas are essential for reducing your cyber risk. Answer a short set of questions to get recommendations for optimal controls in the critical areas.

[Start your Cyber Action Plan](#) 

### Discounted prevention services

Beazley cyber policyholders can benefit from discounts on services and products to build your cyber resilience from our carefully selected expert vendors.

[Access vendor discounts](#) 



# Management Liability and Professional Liability Follow Form **Excess**



## LIBERTY SURPLUS INSURANCE CORPORATION

(A New Hampshire Stock Insurance Company, hereinafter the "Insurer")

### ENDORSEMENT NO. 4

**Effective Date:** July 1, 2023

**Policy Number:** EO5SACA0PQ003

**Issued To:** Northern California Cities Self Insurance Fund and its membership

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

### **FOLLOW SPECIFIED SUBLIMITS – WITH CONDITIONS**

It is hereby understood and agreed that upon exhaustion of the following Sub-Limits as described in the **Primary Policy** this Policy shall not follow form for any sub-limit of liability in the **Primary Policy**, except for the Specified Sub-Limits shown in the Schedule below, and the **Insurer** shall not be obligated to pay any Loss arising from a Wrongful Act or Related Wrongful Acts as may be insured by reason of such sub-limit of liability in the **Primary Policy**, but any payment of such sub-limit of liability in the **Primary Policy** shall be a reduction or exhaustion of the Underlying Policy Limits.

Solely with respect to the Specified Sub-Limited Coverages as described in the **Primary Policy** and shown in the Schedule below, it is agreed that upon exhaustion of these Specified Sub-Limits and subject to the applicable conditions stated below, this Policy shall follow form to the terms, conditions and limitations of such Specified Sub-Limited Coverage which shall be part of and not in addition to the **Insurer's** aggregate limit of liability set forth in Item 3. of the Declarations.

#### **SCHEDULE:**

A

SUB-LIMIT COVERAGE	SUB-LIMIT \$ AMOUNT
Breach Response - Beazley Nominated Service Provider	\$1,000,000
Breach Response	\$500,000
Business Interruption System Failure	\$500,000
Business Interruption Security Breach	\$750,000
Dependent Business Loss Security Breach	\$750,000
Dependent Business Loss System Failure	\$100,000
Cyber Extortion Loss	\$750,000
Data Extortion Costs	\$750,000
Fraudulent Instruction	\$75,000

## Management Liability and Professional Liability Follow Form Excess



Funds Transfer Fraud	\$75,000
Telephone Fraud	\$75,000
Reputational Loss	\$100,000
Computer Hardware Replacement Cost	\$100,000
Invoice Manipulation	\$100,000

B. As a condition precedent to the coverage specified in Schedule B. below, the Insured must have satisfied the following conditions prior to the occurrence of such incident, Claim or Loss:

- Enforce Multifactor Authentication for all remote and privileged access
- Close all RDP ports if not in use
- If RDP ports are in use:
  - Restrict RDP access by IP addresses via firewall rules and only allow trusted IP addresses to access the port
  - Place all RDP services behind a VPN and protect them using Two-factor authentication

SUB-LIMIT COVERAGE	SUB-LIMIT \$ AMOUNT
Breach Response - Beazley Nominated Service Provider	\$1,000,000 x \$1,000,000
Breach Response	\$500,000 x \$500,000
Business Interruption System Failure	\$500,000 x \$500,000
Business Interruption Security Breach	\$750,000 x \$750,000
Dependent Business Loss Security Breach	\$750,000 x \$750,000
Dependent Business Loss System Failure	\$100,000 x \$100,000
Cyber Extortion Loss	\$750,000 x \$750,000
Data Extortion Costs	\$750,000 xs \$750,000
Reputational Loss	\$100,000 x \$100,000
Computer Hardware Replacement Cost	\$100,000 x \$100,000

C. As a condition precedent to the coverage specified in Schedule C. below, the Insured must have satisfied the following conditions prior to the occurrence of such incident, Claim or Loss:

- Provided formal training to employees with respect to computer crime and social engineering.
- Required multiple forms of verification for all fund transfers and all changes to client, vendor or supplier details such as routing numbers, account numbers and phone numbers.



## Management Liability and Professional Liability Follow Form Excess



SUB-LIMIT COVERAGE	SUB-LIMIT \$ AMOUNT
Fraudulent Instruction	\$75,000 x \$75,000
Funds Transfer Fraud	\$75,000 x \$75,000
Telephone Fraud	\$75,000 xs \$75,000
Invoice Manipulation	\$100,000 x \$100,000

The **Insurer** will accept the Insured's confirmation that the conditions shown above had been satisfied prior to any incident, claim or Loss when the Insured reports a claim with a completed "APIP Notice of Claim Document". Coverage will then apply when the **Insurer** accepts such evidence of the Insured having met such condition(s).

All other terms, conditions and exclusions of this Policy remain unchanged.



Public Entity, Education & Pooling

## System Security Standards Guidelines for Cyber Quotes

January 2023

As the cyber insurance market continues to change, we have updated this summary of commonly requested system security standards needed to obtain a quote. Please note that each carrier has its own nuances and this document is not a “one size fits all” as organizations will have different exposures and will fall into or out of the appetite of different underwriters but this is generally what we are seeing in the marketplace. Of course, more scrutiny will fall on larger organizations.

### **MFA 100% implemented for remote access and privileged user accounts.**

**Minimum:** MFA implemented for access to email (e.g. enforced via Office 365. Note, if using O365, enabling Advanced Threat Protection is also a recommended standard).

**Minimum:** MFA enforced for access to “privileged user accounts” (i.e., the information technology department).

### **End-point protection, detection, and response product implemented across enterprise.**

**Minimum:** an End-Point Protection (EPP) solution in place.

- Preferred: an End-Point Detection & Response (EDR) solution in place (Now considered a minimum on medium-large sized organizations)

### **If Remote Desktop Protocol connection enabled, the following are implemented:**

**Minimum:** MFA-enabled VPN is used for access to any Remote Access software.

- Network level authentication enabled

## Backups

**Minimum:** regular backups are (i) in place, (ii) successful recovery is tested, (iii) backups are stored separately (i.e. 'segregated') from the primary network, (iv) encrypted, and (v) protected with anti-virus or monitored on a continuous basis.

- Tested at least twice per year
- Ability to bring up within 24-72 hours – less time for critical operations (4-8 hours)

## Planning & Policies

**Minimum:** Tested (rehearsed) Incident Response, Disaster Recovery & Business Continuity plans are in place.

- Incident Response Plan
- Disaster Recovery Plan
- Business Continuity Plan

## Training

**Minimum:** training and regular simulated phishing exercises for all users.

- Social Engineering Training
- Phishing Training
- General Cyber security training
- Training of account team staff on fraudulent transactions

## Patching

**Minimum:** Critical & high severity patches installed within 30 or fewer days, optimally within 1-7 days for critical & high severity patches regarding active exploits.

## Miscellaneous

- Plan or have adequate measures in place to protect end of life software
- Sufficient IT Security budgets and dedicated security personnel, carriers generally like to see 10% of total IT spend go to security but this will differ based on organization size.
- Email Security controls in place
- Privileged Access Management. A PAM solution is now considered a minimum on medium-large sized insureds
- Service Account Management. What controls are in place to protect against loss from a compromised service account?

## Please note this list is context-dependent.

If an underwriter views a client as potentially higher risk (e.g. due to previous incidents/losses) then they may look for more beyond the 'minimums'.

If the market continues to harden, underwriters 'minimum' expectations may increase in the future.

Different insurance carriers may have different expectations of 'minimums'. This is our current best understanding.

Many carriers are no longer writing new Public Entity business, regardless of controls.

**Alliant note and disclaimer:** This document is designed to provide general information and guidance. Please note that prior to implementation your legal counsel should review all details or policy information. Alliant Insurance Services does not provide legal advice or legal opinions. If a legal opinion is needed, please seek the services of your own legal advisor or ask Alliant Insurance Services for a referral. This document is provided on an "as is" basis without any warranty of any kind. Alliant Insurance Services disclaims any liability for any loss or damage from reliance on this document.

# Protecting your organization against ransomware

## Minimum protection

- **Deploy and maintain a well configured and centrally managed End-Point Protection (EPP) solution:** A robust EPP/anti-virus solution is a basic component of any security program.
- **Email tagging:** Tag emails from external senders to alert employees of emails originating from outside the organization.
- **Email content and delivery:** Enforce strict Sender Policy Framework (SPF) checks for all inbound email messages, verifying the validity of sending organizations. Filter all inbound messages for malicious content including executables, macro-enabled documents and links to malicious sites.
- **Office 365 add-ons and configuration:** Enable two-factor authentication (2FA) on Office 365 and use Office 365 Advanced Threat Protection.
- **Macros:** Disable macros from automatically running. Ideally disable them from running at all if your business does not need them.
- **Patching:** Conduct regular vulnerability scans and rapidly patch critical vulnerabilities across endpoints and servers – especially externally facing systems.
- **Remote Access:** Do not expose Remote Desktop Protocol (RDP) directly to the Internet. Use Remote Desktop Gateway (RDG) or secure RDP behind a multi-factor authentication-enabled VPN.
- **Media usage controls:** Put in place controls on the insertion and/or use of media which does not carry appropriate authentication/media identifiers.

- **Well-defined and rehearsed incident response process:** Helps mitigate losses and rapidly restore business operations after a ransomware attack.
- **Back-up key systems and databases:** Ensure regular back-ups which are verified and stored safely offline.
- **Educate your users:** Most attacks rely on users making mistakes, train your users to identify phishing emails with malicious links or attachments. Regular phishing exercises are a great way to do this.
- **Firewalls:** Use network and host-based firewalls with well considered rule-sets, for example, disallow inbound connections by default.

## Stronger protection

- **Establish a secure baseline configuration:** Malware relies on finding gaps to exploit. A baseline configuration for servers, end-points and network devices that conforms to technical standards such as Center for Internet Security (CIS) benchmarks can help plug those gaps.
- **Filter web browsing traffic:** Web filtering solutions will help prevent users from accessing malicious websites.
- **Use of protective DNS:** Helps deny access to known malicious domains on the Internet.
- **Manage access effectively:** Ransomware doesn't have to go viral in your organization. Put in place appropriate measures for general user and system access across the organization; privileged access for critical assets (servers, end-points, applications, databases, etc.) and enforce multi-factor authentication (MFA) where appropriate (remote access/VPN, externally facing applications, etc.)
- **Regular testing of back-ups:** Reduces downtime and data loss in the case of restoring from back-ups after a ransomware attack.
- **Disconnect back-ups from organization's network:** Prevents back-ups from being accessed and encrypted by ransomware in case of a successful attack on an organization's main network.
- **Separately stored, unique back-up credentials:** Prevents bad actors from accessing and encrypting back-up data.



Lodestone Security can help you make impactful changes to your security posture to either prevent breaches before they occur or prevent recurrences. For additional information:

James Habben – Director, Business Development  
info@lodestonesecurity.com

## Best protection

- **End-point detection and response (EDR) tools:** EDR solutions monitor servers, laptops, desktops and managed mobile devices for signs of malicious or unusual user behavior/activity. These tools also enable near immediate response by trained security experts. When effectively deployed and monitored, EDR tools are one of the best defenses against ransomware and other malware attacks.
- **Intelligent email evaluation:** Automatically detonate and evaluate inbound attachments in a sandbox environment to determine if malicious prior to user delivery.
- **Centralized log monitoring:** Centralized collection and monitoring of logs, ideally using a Security Information and Event Management (SIEM) system, identifies threats which breach your internal defenses.
- **Subscription to external threat intelligence services:** Provides access to external services that can provide details of developing attacker tactics, techniques and procedures. They also provide access to databases of known bad websites, mail attachments, etc.
- **Encrypted back-ups:** Prevents use of back-up data by bad actors.
- **Network segregation:** control access and/or traffic flow within the network environment. A well-configured firewall rule set will ensure that only the required traffic can flow from one segment to another. Furthermore, segregate end of life/support systems/software as a priority.
- **Web isolation:** Use of a web-isolation and containment technology to create a secure Internet browsing experience for your users.
- **Application permissions:** Only permit applications trusted by your organization to run on devices.



KPMG offers a wide range of services to help organizations defend against and respond to ransomware attacks.

To discuss how they can help please contact:

Matthew Martindale – Partner, Cyber Security  
cyber@kpmg.co.uk



The descriptions contained in this communication are for preliminary informational purposes only. The product is available on an admitted basis in some but not all US jurisdictions through Beazley Insurance Company, Inc., and is available on a surplus lines basis through licensed surplus lines brokers underwritten by Beazley syndicates at Lloyd's. The exact coverage afforded by the product described herein is subject to and governed by the terms and conditions of each policy issued. The publication and delivery of the information contained herein is not intended as a solicitation for the purchase of insurance on any US risk. Beazley USA Services, Inc. is licensed and regulated by insurance regulatory authorities in the respective states of the US and transacts business in the State of California as Beazley Insurance Services (License#: 0G55497). Lodestone is a wholly owned subsidiary of Beazley plc, and does not provide insurance services. Beazley does not share insured-specific information with Lodestone. Information you provide to Lodestone and any engagement findings are shared only between your organization and Lodestone. BZCER034\_US\_08/20



**CYBERSECURITY  
& INFRASTRUCTURE  
SECURITY AGENCY**



[Michael.Lettman@hq.dhs.gov](mailto:Michael.Lettman@hq.dhs.gov) – DHS CISA AZ Cyber Security Advisor

## **CISA Links:**

CISA Homepage: [Homepage | CISA](#)

CISA Shields up: [Shields Up | CISA](#)

Free CISA Cyber Resources: [Cyber Resource Hub | CISA](#)

Insider Threat Resources: [Insider Threat - Cyber | CISA](#)

Grants: [CyberGrants | CISA](#)

Cyber Goals for Critical Infrastructure: [Cross-Sector Cybersecurity Performance Goals | CISA](#)

Ransomware info: [Stop Ransomware | CISA](#)

Phishing info: [Phishing Infographic | CISA](#)

Exploited Vulnerabilities: [Known Exploited Vulnerabilities Catalog | CISA](#)

CISA Routinely Exploited Vulnerabilities Announcement:

<https://www.cisa.gov/uscert/sites/default/files/publications/AA22->

[117A Joint CSA 2021 Top Routinely Exploited Vulnerabilities Final%20\(1\).pdf](#)

Mitigations for Routinely Exploited Vulnerabilities:

[CISA, FBI, NSA, and International Partners Warn Organizations of Top Routinely Exploited Cybersecurity Vulnerabilities | CISA](#)

CISA Mis-information, Dis-information, and Mal-information: [MDM Resource Library | CISA](#)

Sharing information:

[https://www.cisa.gov/sites/default/files/publications/Sharing\\_Cyber\\_Event\\_Information\\_Fact\\_Sheet\\_FINAL\\_v4.pdf](https://www.cisa.gov/sites/default/files/publications/Sharing_Cyber_Event_Information_Fact_Sheet_FINAL_v4.pdf)





**CYBERSECURITY  
& INFRASTRUCTURE  
SECURITY AGENCY**



## **CISA Cyber Resources (no cost to election agencies):**

[Cyber Resource Hub | CISA](#)

- Cyber Resilience Review (CRR)
- External Dependencies Management (EDM)
- Cyber Infrastructure Survey (CIS)
- Phishing Campaign Assessment (PCA)
- Cyber Tabletop Exercises (CTTX)
- Cyber Hygiene (CyHy)/Vulnerability Scanning
- Validated Architecture Design Review (VADR)
- Risk & Vulnerability Assessment (RVA)

## **Resources to consider from CISA or others to prepare for attacks:**

### **CRR and CIS risk assessments**

- A look at where you are running cyber risk

### **Vulnerability Scanning**

- A scanning of internet-accessible systems for known vulnerabilities on a continual basis. As potential issues are identified,

### **Remote Penetration Testing (web apps and systems)**

- Utilizes a dedicated remote team to assess and identify vulnerabilities and work with customers to eliminate exploitable pathways.

### **Phishing Campaign Assessment**

- Measures the susceptibility of an organization's staff to social engineering attacks, specifically email phishing attacks.



[BACK TO AGENDA](#)

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Break – Lunch & Presentation  
State of the Market**

*Conor Boughey will present the annual State of the Insurance Market presentation for review and discussion.*



[BACK TO AGENDA](#)

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**SP Item D.4.**

**WRAP UP - MEETING MEMBER NEEDS**

**TOPIC:** Members are encouraged to provide feedback and context to the issues addressed earlier, particularly those related to new and emerging risks, what members value now and in the future, and what the group should be focused on going forward.

**DISCUSSION POINTS:**

1. Members' priorities
2. Financial stability
3. Services provided

**OBJECTIVE:**

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**ACTION(s)/DELIVERABLE(s):**

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**DEADLINE(s):** \_\_\_\_\_

**FINANCIAL IMPACT:**

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**RESPONSIBILITY:**

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BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item E.**

**CONSENT CALENDAR**

**ACTION ITEM**

**ISSUE:** The Board reviews items on the Consent Calendar, and if any item requires clarification or discussion a Member should ask that it be removed for separate action. The Board should then consider action to approve the Consent Calendar excluding those items removed. Any items removed from the Consent Calendar will be placed later on the agenda in an order determined by the President.

**RECOMMENDATION:** Adoption of the Consent Calendar after review by the Board.

**FISCAL IMPACT:** None.

**BACKGROUND:** Routine items that generally do not require discussion are regularly placed on the Consent Calendar for approval.

**ATTACHMENTS:**

1. Board of Directors Meeting Minutes – October 20, 2023
2. Check Register September 2023 - November 2023
3. Investment Reports
  - a) Chandler Asset Management Short/Long Term – October 2023 to November 2023
  - b) Local Agency Investment Fund (LAIF) Report as of September 30, 2023
  - c) Treasurer's Report as of September 30, 2023
4. FY 24/25 EIA PRISM Excess Workers' Compensation Premium Estimate v1
5. Public Entity Insurance Marketplace, Trends, Industry Issues and Outlook Presentation
6. ACI Q3 Utilization Report
7. Liability Claims Audit Agreement



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
BOARD OF DIRECTORS MEETING MINUTES  
ROCKLIN COMMUNITY CENTER – SPRINGVIEW HALL  
OCTOBER 19, 2023**

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**BOARD OF DIRECTORS PRESENT**

Christy White, City of Anderson  
Rachel Ancheta, City of Dixon (**Chair**)  
Allison Garcia, City of Folsom  
Jodi Molinari, City of Gridley  
Dalacie Blankenship, City of Jackson  
Gabrielle Christakes, City of Nevada City  
Crystal Peters, Town of Paradise  
Tom Westbrook, City of Red Bluff  
Spencer Morrison, City of Yuba City

Jennifer Leal, City of Auburn  
Melissa Rojas, City of Elk Grove  
Stephanie VanSteyn, City of Galt  
Jodi Steneck, City of Ione  
Jennifer Styczynski, City of Marysville  
Elizabeth Ehrenstrom, City of Oroville  
Cleve Morris, City of Placerville  
Amanda Tonks, City of Rocklin

**BOARD OF DIRECTORS ABSENT**

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

Brant Mesker, City of Corning  
Jennifer Schultz, City of Rio Vista

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services  
Evan Washburn, Alliant Insurance Services  
Shane Baird, Sedgwick  
Summer Simpson, Sedgwick  
Jim Ramsey, City of Elk Grove  
Ryan Denning, Crowe

Jenna Wirkner, Alliant Insurance Services  
James Marta, James Marta and Co.  
Brian Davis, Sedgwick  
Karl Meng, Chandler  
Gabriela Cousineau, City of Folsom

**A. CALL TO ORDER**

Chair Rachel Ancheta called the meeting to order at 12:03 p.m.

**B. INTRODUCTIONS**

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

**C. PUBLIC COMMENTS**

There were no public comments.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
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**D. CONSENT CALENDAR**

1. Board of Directors Meeting Minutes – June 23, 2023
2. Check Register from June 1, 2023, to September 30, 2023
3. Investment Reports
  - a. Chandler Asset Management Short/Long Term – July 2023 to September 2023
  - b. Chandler Asset Management GASB 40 Reports as of June 30, 2023
  - c. Chandler Asset Management GASB 72 Reports as of June 30, 2023
  - d. Treasurer's Report as of June 30, 2023
4. PMIA Performance Report & LAIF Performance Report QE June 30, 2023
5. FY 22/23 Liability Claims Auditing Services Agreement
6. Alliant Commission Disclosure Letter and Fact Sheet Retail vs. Wholesale Commissions
7. SB 623 (Laird) – Workers' compensation: post-traumatic stress disorder Oppose.
8. Bank of New York Fee Notice

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

**MOTION:**

Elizabeth Ehrenstrom

**SECOND:**

Jennifer Styczynski

**MOTION CARRIED**

**UNANIMOUSLY**

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

**Nays:** None.

**E. GENERAL RISK MANAGEMENT ISSUES**

**None.**

**F. ADMINISTRATION REPORTS**

**F.1. Presidents Report**

Mr. Rachel Ancheta discussed the Executive Committee Meeting.

**F.2. CJPRMA Update**

Ms. Liz Ehrenstrom discussed the assessment being 10% for the next year. Ms. Ehrenstrom is the Vice Chair. CJPRMA has agreed to partner with Benchmark Analytics and pay for the services for members.



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**F.3. Program Administrator's Report**

- a. Service Provider Survey – Workers' Compensation – The Workers Compensation TPA survey will go out in October to be reviewed at the December Board of Directors Meeting.
- b. Transition to US Bank – NorCal Cities moved the custodial account to US Bank, due to a significant increase.
- c. Sedgwick Liability Team Update – Ms. Summer Simpson provided an update on the Sedgwick Liability Team.
- d. NorCal Cities 23/24 Annual Report

**G. SUMMARY OF THE EXECUTIVE COMMITTEE MEETING SEPTEMBER 21, 2023**

Mr. Beverly provided a summary of the September 21, 2023, Executive Committee Meeting.

**H. FINANCIAL REPORTS**

**H.1. FY 22/23 Financial Audit**

Mr. Ryan Denning from Crowe joined the meeting by Zoom and discussed the Audited Financial Statements as of June 30, 2023, and June 30, 2022.

**Financial Highlights, fiscal years ended June 30, 2023, and 2022**

The **change in net position for the fiscal year ended June 30, 2023, was \$1,475,442.** Expenses during the year included dividends to members totaling \$2,745,542. Without the dividend to members the program would have shown change in net position of \$4,220,984.

The change in net position for the fiscal year ended June 30, 2022, was \$422,604. Expenses during the year included dividends to members totaling \$3,274,835. Without the dividend to members the program would have shown change in net position of \$3,697,439.

Total operating revenues for fiscal year 2023 were \$32,450,128, net of refunds, an increase of 24%, or \$6,289,019, as compared to fiscal year 2022. The increase in operating revenues was driven by increased excess costs and dividends offset by a decrease in claims projections.

Total operating revenues for fiscal year 2022 were \$26,164,109, net of refunds, an increase of 21.6%, or \$4,642,505, as compared to fiscal year 2021. The increase in operating revenues was driven by increased excess costs and dividends offset by a decrease in claims projections.

*Karl Meng joined the meeting at 12:15p.m.*



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**A motion was made to receive and file the Audited Financial Statements as of June 30, 2022 and 2023.**

**MOTION:** Spencer Morrison      **SECOND:** Jennifer Styczynski      **MOTION CARRIED UNANIMOUSLY**

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

**Nays:** None.

**H.2. Quarterly Financial Report for Period Ending June 30, 2023**

**H.3. Budget-to-Actual as of June 30, 2023**

Mr. James Marta discussed the Quarterly Financial Report for Period Ending June 30, 2023.

The net position for the fiscal year end June 30, 2023, for the pool increased by \$1,475,442. The increase included member dividends of \$2,745,542.

Decrease in prior years claims liabilities totaled (\$280,760); \$1,014,872 increase for the liability program and (\$1,295,632) decrease for workers' compensation program.

Liability shared layer ended the year with positive net position of \$3,750,406 – an increase of \$255,623 from last year's ending balance of \$3,494,783.

For both Liability and WC we are funding at 80% confidence level.

Investment income shows recognized earnings of \$1.12M and market value adjustment of (\$775,000).

**H.3. Budget-to-Actual as of June 30, 2023**

Mr. Marta discussed the Budget- to – Actual as of June 30, 2023.

**A motion was made to approve to receive and file the statement.**

**MOTION:** Liz Ehrenstrom      **SECOND:** Crystal Peters      **MOTION CARRIED UNANIMOUSLY**

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

**Nays:** None.



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### **H.3. Target Funding Benchmark Presentation**

Mr. Marcus Beverly and Ms. Evan Washburn discussed the Target Funding Benchmarks for NorCal Cities. The five-year funding analysis required for CAJPA accreditation was also presented and discussed.

### **H.5. NCCSIF Investment Portfolio Review**

Mr. Karl Meng gave an overview on the investment portfolio review. Recent economic data continues to suggest positive but below trend growth this year. Fed met in September and paused interest rate hikes. Strength in the labor market. Seeing slowing in the economy. Wage inflation (CPI), inflation peaked in June of 2022 and fell off a cliff. A lot of the fall came from energy prices and food prices going down. Energy prices are coming back up.

**A motion was made to receive and file the Investment Portfolio.**

**MOTION:** Spencer Morrison      **SECOND:** Jennifer Styczynski

**MOTION CARRIED  
UNANIMOUSLY**

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

**Nays:** None.

### **I.6. Investment Policy**

Mr. Meng reviewed the current Investment Policy and recommended revisions.

**A motion was made to approve the investment policy with revisions as presented.**

**MOTION:** Jennifer      **SECOND:** Liz

**MOTION CARRIED  
UNANIMOUSLY**

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

**Nays:** None.

### **H.7. Resolution 23-02 Authorizing Treasurer to Invest and Reinvest Funds**

Mr. Beverly discussed Resolution 23-02 Authorizing Treasurer to Invest and Reinvest Funds.

**A motion was made to approve the Resolution as presented.**

**MOTION:** Liz Ehrenstrom      **SECOND:** Jody Steneck

**MOTION CARRIED  
UNANIMOUSLY**

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



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**Nays:** None.

**I. JPA BUSINESS**

**I.1. Policy and Procedure Revisions**

Ms. Washburn discussed the recommended revisions to RM-16: Special Events Risk Management.

- a. RM-16: Special Events Risk Management

**A motion was made to approve the Special Events policy and procedure as presented.**

**MOTION:** Liz Ehrenstrom

**SECOND:** Spencer Morrison

**MOTION CARRIED  
UNANIMOUSLY**

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

**Nays:** None.

Ms. Washburn discussed the addition of RM-20: Ergonomics.

- b. RM-20: Ergonomics

**A motion was made to approve the Ergonomic policy and procedure as presented.**

**MOTION:** Jody Steneck

**SECOND:** Spencer Morrison

**MOTION CARRIED  
UNANIMOUSLY**

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

**Nays:** None.

**I.2. Lexipol Grant Finder**

Ms. Wirkner discussed Lexipol Grant Finder with members and asked if anyone had any question or has been successful with Grant Writing or finding Grants.

Members discussed grant reporting services and asked if Lexipol could assist members with reporting.

**I.3. Draft Board Strategic Planning Meeting Agenda**

Members are encouraged to reach out to Program Administrators if they have any suggestions.





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#### **I.4. Service Provider Survey Results**

Ms. Summer Simpson updated the Board on the staffing issues at Sedgwick and their dedicated liability team.

Mr. Shane Baird discussed the survey results for the Risk Management and Program Administration survey.

Mr. Beverly discussed the survey results for Program Administrators.

**A motion was made to accept and file the Service Provider Survey Results.**

**MOTION:** Liz Ehrenstrom

**SECOND:** Jennifer Styczynski

**MOTION CARRIED  
UNANIMOUSLY**

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

**Nays:** None.

#### **I.5. NorCal Cities Service Provider Contract Renewal Review**

**Members discussed the contacts up for renewal.**

- a. **Sedgwick Liability** – Members requested a proposal at the December Meeting.
- b. **ACI Employee Assistance Program** – Mr. Beverly discussed Concern EAP
- c. **Crowe Financial Auditing** – Members discussed remaining with Crowe for the Financial Audit.
- d. **Alliant Brokerage, Risk Management, Program Administration (optional year) – provide optional contract.** – Members requested a 5-year agreement.

#### **J. INFORMATION ITEMS**

- 1. Law Enforcement Training Day, November 8, 2023
- 2. CALPELRA Conference, November 14-18, 2023, Monterey, CA
- 3. Your Black Swan is Someone Else's Grey Rhino presented by Gordon Graham, January 25, 2024
- 4. PARMA Conference, February 20-24, 2024, Sacramento, CA
- 5. Glossary of Terms
- 6. NCCSIF Organizational Chart
- 7. NCCSIF 2023-2024 Meeting Calendar
- 8. NCCSIF Resource Contact Guide
- 9. LWP Workers' Compensation Contact



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- 
- 10. Sedgwick Who's Who in Claims - Liability Contact
  - 11. NCCSIF Travel Mileage Reimbursement Form

These items were provided as information only.

**K. ADJOURNMENT**

The meeting was adjourned at 2:35p.m.

**Next Meeting Date:** December 14, 2023

Respectfully Submitted,

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Jennifer Styczynski, Secretary

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Date

**Company Name:** NCCSIF  
**Report Name:** NCCSIF Check Register Board Report  
**Created On:** 9/30/2023

Check#	Date	Vendor	Account Title	Account Memo	Amount
121135040000019	9/12/2023	Alliant Ins Svcs Inc	Program Admin Fee	52401 Aug, Sept. Installment	64,213.16
121135040000020	9/12/2023	James Marta and Co LLP	Acctg Services	52403 Acctg Svcs 08/23	11,646.00
121135040000021	9/12/2023	Sedgwick CMS, Inc	Claims Admin - WC	52300 08/23 Liab Claims	23,141.42
121135040000022	9/12/2023	Sedgwick CMS, Inc	On Site	52204 Risk Control Svcs	15,360.00
121135040000023	9/12/2023	LWP Claims Solutions Inc	Claims Admin Fee	52302 System Access	500.00
121135040000024	9/12/2023	Sedgwick CMS, Inc	On Site	52204 Risk Control Svcs	15,360.00
121135040000025	9/22/2023	LWP Claims Solutions Inc	Claims Admin - WC	52300 07/23 WC Claims	79,166.02
12269	9/12/2023	Chandler Asset Mgmt, Inc.	Investment Income	44040 Investment Income	5,812.55
12270	9/12/2023	Gibbons and Conley	Legal Services	52103 Gen Matters 08/23	1,037.81

**Company Name:** NCCSIF  
**Report Name:** NCCSIF Check Register Board Report  
**Created On:** 10/31/2023

Check#	Date	Vendor	Account Title	Account Memo	Amount
121135040000026	10/10/2023	Sedgwick CMS, Inc	Claims Admin	52300 Sept 2023 Liab Claims	23,141.42
121135040000027	10/10/2023	CAM, Inc.	Investment Income	44040 Investment Income	5,806.56
121135040000028	10/10/2023	Crowe	Financial Audit	52102 Initial Billing 6.30.23 FS audit and Fee	26,250.00
121135040000029	10/10/2023	LWP Claims Sol, Inc	Claims Admin	52300 July 2023 WC Claims	79,166.00
121135040000029	10/10/2023	LWP Claims Sol, Inc	Claims Admin Fee	52302 System Access	1,000.00
121135040000030	10/10/2023	JM and Company LLP	Accounting Svcs	52403 Monthly Acctg Services - Sep 2023	11,646.00
121135040000031	10/10/2023	Sedgwick CMS, Inc	On Site	52204 Risk Control Svcs	15,360.00
121135040000032	10/10/2023	Alliant Ins Svcs Inc	Program Admin Fee	52401 10/23 Monthly Installment	32,106.58
121135040000034	10/19/2023	CJPRMA	Other Ins Expense	54150 Drone Addt'l Premium - Rocklin	607.00
				54150 Drone Addt'l Premium - Auburn	1,587.00
				54150 Drone Addt'l Premium - Auburn	575.00
12271	10/19/2023	Jenna Wirkner	RM Comm Services	52201 Cash for Safety Awards	113.40
			Board Meetings	52503 10.19.23 BOD RMC Mtg	158.54
12272	10/19/2023	City of Elk Grove	Police RM Grant Funds	52209 10 WK Cognitive Fitness Bootcamp	6,000.00
8884	10/10/2023	Randy Peters Catering	Board Meetings	52503 BOD & RMC Lunch Catering	683.27
Voided 121135040000033	10/19/2023	CJPRMA	Other Ins Expense	54150	0.00

**Company Name:** NCCSIF  
**Report Name:** NCCSIF Check Register Board Report  
**Created On:** 11/30/2023

Check#	Date	Vendor	Account Title	Account Memo	Amount
121135040000035	11/9/2023	Sedgwick CMS, Inc.	Claims Admin - Liab ALE	51136 Senior Adjuster - S Millar	143.20
121135040000036	11/9/2023	Sedgwick CMS, Inc.	Claims Admin - Liab ALE	51136 Senior Adjuster - B Davis 6	716.00
121135040000037	11/9/2023	Sedgwick CMS, Inc.	Claims Admin - Liab ALE	51136 Senior Adjuster - B Davis6	201.37
121135040000038	11/9/2023	Sedgwick CMS, Inc.	Claims Admin - Liab ALE	51136 Senior Adjuster - S Millar	158.36
121135040000039	11/9/2023	Sedgwick CMS, Inc.	Claims Admin - Liab ALE	51136 Senior Adjuster - S Millar	80.55
121135040000040	11/9/2023	LWP Claims Sol, Inc	Claims Admin	52300 Oct 2023 WC Claims	79,166.00
121135040000041	11/9/2023	Sedgwick CMS, Inc.	Claims Admin	52300 Oct 2023 Liab Claims	23,141.42
121135040000042	11/9/2023	JM and Co., LLP	Accounting Services	52403 Monthly Accounting Services - Oct 2023	11,646.00
121135040000043	11/9/2023	Alliant Ins Svcs Inc	Program Admin Fee	52401 11/23 Monthly Installment	32,106.58
121135040000044	11/21/2023	CAM, Inc.	Investment Income	44040 Investment Income	5,794.95
121135040000045	11/21/2023	Sedgwick CMS, Inc.	On Site	52204 Risk Control Svcs	15,360.00
12273	11/9/2023	City of Dixon	Member Trng and RM	52207 Reimb CAJPA 09.23 conf - Rachel Ancheta	1,229.67
12274	11/9/2023	City of Anderson	Board Meetings	52503 10.19.23 Reimb - RMC BOD Mtg C White	186.02
12275	11/9/2023	Rachel Ancheta	Board Meetings	52503 10.19.23 Reimb - RMC & BOD Mtg - R Ancheta	57.64
12276	11/9/2023	Yuba City Police	Police RM Grant Funds	52209 Removed Carpet, Installed Rubber Tile Floor	7,537.96
12277	11/9/2023	Jenna Wirkner	Board Meetings	52503 10.19.23 BOD RMC Mtg Reimb	50.16
12278	11/9/2023	City of Yuba City	Board Meetings	52503 10.19.23 BOD RMC Reimb S Morrison	48.47
				10.19.23 BOD RMC Mtg Reimb S Loza	41.92
12279	11/9/2023	Crystal Peters	Board Meetings	52503 10.19.23 BOD RMC Mtg Reimb C Peters	107.42
12280	11/9/2023	Kim Stalie	Board Meetings	52503 10.19.23 BOD RMC Mtg Reimb K Stalie	28.17
12281	11/9/2023	Liz Ehrenstrom	Board Meetings	52503 10.19.23 BOD RMC Mtg Reimb L Ehrenstrom	81.22
12282	11/21/2023	Gibbons and Conley	Legal Services	52103 Gen Matters Oct 2023	553.50
12283	11/21/2023	Kim Stalie	RM Comm Services	52201 11.8.23 Law Enforcement Training	68.12
8885	11/21/2023	City of Red Bluff Police Dept.	Police RM Grant Funds	52209 Body Cameras Reimb.	6,400.00
8886	11/21/2023	Randy Peters Catering	BOD Long Range Planning	52509 12.14.23 BOD and SP Lunch Catering	680.12



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

## MONTHLY ACCOUNT STATEMENT

OCTOBER 1, 2023 THROUGH OCTOBER 31, 2023

### 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](http://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	2.51%
Average Purchase YTM	2.83%
Average Market YTM	5.39%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	2.69 yrs
Average Life	2.51 yrs

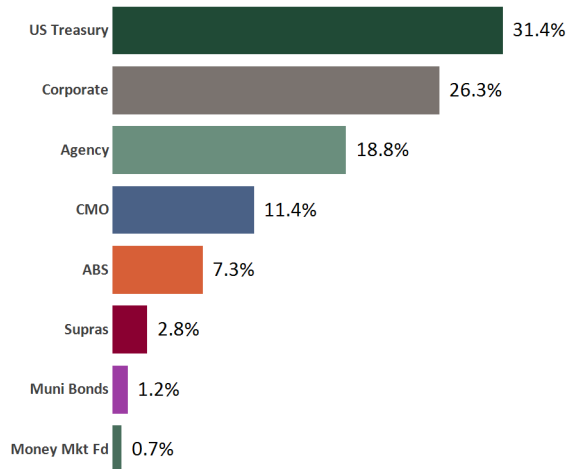
## ACCOUNT SUMMARY

	Beg. Values as of 9/30/23	End Values as of 10/31/23
Market Value	48,007,232	48,014,628
Accrued Interest	208,286	234,042
Total Market Value	<b>48,215,519</b>	<b>48,248,670</b>
Income Earned	114,598	118,757
Cont/WD		0
Par	50,763,513	50,845,358
Book Value	50,273,196	50,366,197
Cost Value	50,203,671	50,286,092

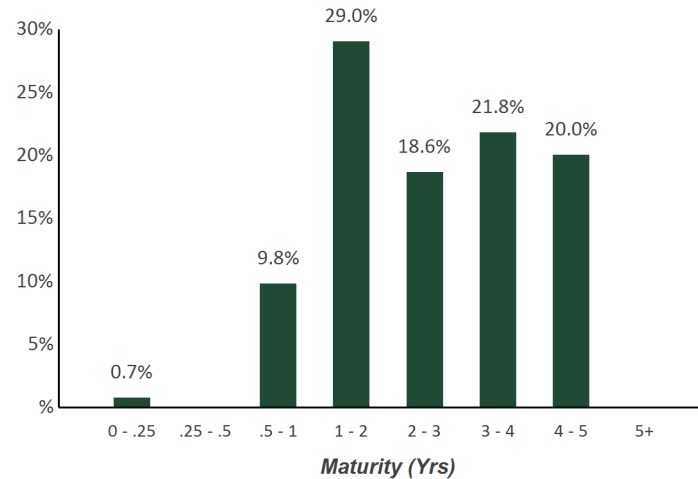
## TOP ISSUERS

Government of United States	31.4%
Federal Home Loan Mortgage Corp	14.3%
Federal Farm Credit Bank	7.4%
Federal National Mortgage Assoc	6.6%
Federal Home Loan Bank	2.0%
Bank of America Corp	1.9%
JP Morgan Chase & Co	1.8%
Royal Bank of Canada	1.8%
<b>Total</b>	<b>67.1%</b>

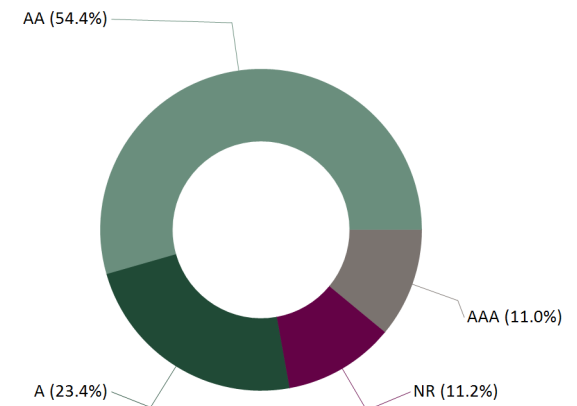
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;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	0.07%	0.02%	1.65%	3.15%	-1.76%	-1.31%	1.22%	1.10%	3.26%
ICE BofA 1-5 Yr US Treasury & Agency Index	0.11%	0.05%	1.30%	2.45%	-2.14%	-1.67%	0.93%	0.82%	2.94%
ICE BofA 1-5 Yr AAA-A US Corp & Govt Index	0.09%	-0.02%	1.35%	2.60%	-2.14%	-1.64%	0.99%	0.91%	3.04%



# Statement of Compliance

As of October 31, 2023



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

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

Category	Standard	Comment
U.S. Treasuries	No limitation	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max agency callable securities; Federal Agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises.	Complies
Supranational Obligations	"AA" rating category or better by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by IBRD, IFC, IADB	Complies
Municipal Securities (CA, Local Agency)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	
Municipal Securities (CA, Other States)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.; 5 year max maturity.	Complies
Asset-Backed & Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligation	"AA" rating category or better by a NRSRO; 20% max (combined ABS/MBS/CMO); 5% max per Asset-Backed or Commercial Mortgage security issuer; From issuers not defined in U.S. Treasury and Federal Agencies sections of the Permitted Investments section of the policy; 5 years max maturity	Complies
Negotiable Certificates of Deposits (NCD)	The amount of NCD insured up to the FDIC limit does not require any credit ratings; Any amount above FDIC insured limit must be issued by institutions with "A-1" short-term debt rating or better by a NRSRO; or "A" long-term rating category or better by a NRSRO; 30% max (combined with CDARS); 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combination of Certificates of Deposit, including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5 years max maturity.	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer; 5 year max maturity.	Complies
Banker's Acceptances	"A-1" short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% max; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% maximum of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. Securities issued by corporations: (i) organized and operating within the U.S. with assets > \$500 million; (ii) "A-1" rated or better by a NRSRO; (iii) "A" rating or better by a NRSRO, if issuer has debt obligations. b. Securities issued by other entities: (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO.	Complies

Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds.	<i>Complies</i>
Mutual Funds	Invest in securities as authorized under CGC, Section 53601 (a) to (k) and (m) to (q) inclusive and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC, Section 53601 and with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF.	<i>Complies</i>
Local Government Investment Pool (LGIP)	No issuer limitation.	<i>Complies</i>
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	<i>Complies</i>
Prohibited	Common or preferred stocks, convertible or junk bonds, commodities, options, limited partnerships, GICs, Reverse repurchase agreements, uninsured deposits, Inverse floaters; ranges notes, mortgage derived, interest only strips, Zero interest accrual securities if held to maturity; Investments denominated in Non-USD; Collateralized Mortgage Obligations (CMOs) with collateral not specifically GNMA, FHLMC, or FNMA; Purchasing or selling securities on margin; Securities lending or any other form of borrowing or leverage	<i>Complies</i>
Max Per Issuer	5% per issuer or institution unless explicitly stated in the policy, excluding U.S. government, agency, investment pool, and money market funds	<i>Complies</i>
Maximum Maturity	10 years; The Board of Directors grants authority for the purchase of securities with maturities in excess of 5 years. Such purchases shall be of U.S. Treasury and Federal Agency securities (including Mortgage-Backed Securities)	<i>Complies</i>

## Reconciliation Summary

As of October 31, 2023



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$50,273,195.53</b>
<b><u>Acquisition</u></b>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$268,935.37	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$268,935.37</b>
<b><u>Dispositions</u></b>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$187,090.08	
<b>Total Dispositions</b>		<b>\$187,090.08</b>
<b><u>Amortization/Accretion</u></b>		
+/- Net Accretion	\$11,155.79	
		\$11,155.79
<b><u>Gain/Loss on Dispositions</u></b>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
<b>ENDING BOOK VALUE</b>		<b>\$50,366,196.61</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$91,295.32</b>
<b><u>Acquisition</u></b>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$81,057.26	
Dividend Received	\$788.03	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$187,090.08	
<b>Total Acquisitions</b>	<b>\$268,935.37</b>	
<b><u>Dispositions</u></b>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
<b>Total Dispositions</b>	<b>\$0.00</b>	
<b>ENDING BOOK VALUE</b>		<b>\$360,230.69</b>



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	12,272.23	09/22/2020 0.38%	12,270.43 12,272.20	99.37 5.96%	12,194.50 1.64	0.03% (77.70)	NR / AAA AAA	0.97 0.11
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	132,334.56	Various 0.73%	131,593.35 132,256.55	99.52 6.06%	131,700.02 15.77	0.27% (556.53)	NR / AAA AAA	0.98 0.08
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	370.40	07/14/2020 0.52%	370.34 370.40	99.79 6.39%	369.63 0.08	0.00% (0.77)	Aaa / NR AAA	1.04 0.03
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	9,202.75	09/08/2021 0.34%	9,201.80 9,202.69	99.65 5.41%	9,170.38 0.51	0.02% (32.31)	Aaa / NR AAA	1.16 0.07
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	5,924.55	10/06/2020 0.36%	5,923.45 5,924.24	99.66 6.02%	5,904.21 0.92	0.01% (20.03)	NR / AAA AAA	1.21 0.06
36265MAC9	GM Financial Auto Lease Trust 2022-1 A3 1.9% Due 3/20/2025	174,415.03	02/15/2022 1.91%	174,413.53 174,414.70	98.89 6.29%	172,480.07 101.26	0.36% (1,934.63)	Aaa / NR AAA	1.39 0.25
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	51,868.25	01/11/2022 1.11%	51,860.50 51,866.84	99.05 6.00%	51,373.06 9.51	0.11% (493.78)	NR / AAA AAA	1.40 0.19
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	16,766.53	02/17/2021 0.27%	16,766.23 16,766.49	98.39 5.98%	16,496.61 1.26	0.03% (269.88)	Aaa / NR AAA	1.47 0.28
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	26,996.25	10/20/2020 0.39%	26,990.03 26,995.70	98.97 5.76%	26,718.43 4.56	0.06% (277.27)	NR / AAA AAA	1.54 0.19
89240BAC2	Toyota Auto Receivables Owners 2021- A A3 0.26% Due 5/15/2025	61,832.22	02/02/2021 0.27%	61,820.75 61,830.85	98.46 6.04%	60,881.98 7.15	0.13% (948.87)	Aaa / NR AAA	1.54 0.26
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	46,035.13	04/20/2021 0.38%	46,030.29 46,034.28	98.09 6.11%	45,156.64 7.77	0.09% (877.64)	NR / AAA AAA	1.88 0.33
89239BAC5	Toyota Auto Receivables Trust 2021-C A3 0.43% Due 1/15/2026	234,756.85	12/17/2021 0.91%	232,445.96 233,928.42	96.75 6.13%	227,119.27 44.86	0.47% (6,809.15)	Aaa / AAA NR	2.21 0.57
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	116,325.78	Various 1.59%	114,758.50 115,599.42	96.59 5.91%	112,360.58 28.44	0.23% (3,238.84)	Aaa / NR AAA	2.23 0.68

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	80,424.74	07/13/2021 0.52%	80,417.56 80,422.05	96.54 6.26%	77,640.92 18.59	0.16% (2,781.13)	Aaa / NR AAA	2.38 0.60
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	68,969.71	11/09/2021 0.71%	68,968.24 68,969.13	96.35 6.22%	66,454.80 21.76	0.14% (2,514.33)	NR / AAA AAA	2.46 0.66
44935FAD6	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	51,937.16	11/09/2021 0.75%	51,925.57 51,932.73	96.71 6.10%	50,226.45 17.08	0.10% (1,706.28)	NR / AAA AAA	2.54 0.61
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	190,000.00	02/15/2022 1.89%	189,971.42 189,986.38	96.50 5.99%	183,353.99 158.76	0.38% (6,632.39)	Aaa / AAA NR	2.54 0.85
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	120,000.00	05/10/2022 3.23%	119,993.76 119,996.69	97.63 6.09%	117,150.48 64.20	0.24% (2,846.21)	Aaa / AAA NR	2.82 0.83
362554AC1	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	56,895.64	10/13/2021 0.68%	56,894.19 56,895.06	96.13 6.11%	54,692.64 16.12	0.11% (2,202.42)	Aaa / AAA NR	2.88 0.71
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	142,652.49	03/10/2022 2.34%	142,620.94 142,635.62	97.04 6.14%	138,426.12 147.09	0.29% (4,209.50)	Aaa / NR AAA	2.88 0.78
448977AD0	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	155,000.00	03/09/2022 2.23%	154,994.03 154,997.02	96.60 6.27%	149,731.09 152.93	0.31% (5,265.93)	NR / AAA AAA	2.96 0.84
380146AC4	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	70,247.12	01/11/2022 1.27%	70,241.01 70,244.29	96.27 6.24%	67,623.39 36.88	0.14% (2,620.90)	NR / AAA AAA	3.05 0.75
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	150,000.00	07/12/2022 3.77%	149,985.67 149,990.82	97.14 6.13%	145,702.95 249.33	0.30% (4,287.87)	Aaa / NR AAA	3.30 1.22
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	615,000.00	Various 4.05%	605,356.10 609,369.11	96.53 5.82%	593,674.88 926.60	1.23% (15,694.23)	NR / AAA AAA	3.55 1.45
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	340,000.00	10/12/2022 5.15%	339,973.62 339,981.09	98.88 5.92%	336,199.14 769.16	0.70% (3,781.95)	Aaa / NR AAA	3.62 1.44
92348KAV5	Verizon Master Trust 2022-5 A1A 3.72% Due 7/20/2027	130,000.00	08/02/2022 3.75%	129,994.28 129,996.80	99.49 4.93%	129,337.78 147.77	0.27% (659.02)	NR / AAA AAA	3.72 0.78
161571HT4	Chase Issuance Trust 23-A1 A 5.16% Due 9/15/2028	530,000.00	09/07/2023 5.23%	529,853.08 529,859.38	98.99 5.61%	524,623.16 1,215.47	1.09% (5,236.22)	NR / AAA AAA	4.88 2.59



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Total ABS</b>		<b>3,590,227.39</b>	<b>2.98%</b>	<b>3,575,634.63</b> <b>3,582,738.95</b>	<b>5.93%</b>	<b>3,506,763.17</b> <b>4,165.47</b>	<b>7.28%</b> <b>(75,975.78)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.08</b> <b>1.14</b>
<b>AGENCY</b>									
3135G0V75	FNMA Note 1.75% Due 7/2/2024	500,000.00	12/22/2021 0.84%	511,285.00 502,986.49	97.56 5.51%	487,809.50 2,892.36	1.02% (15,176.99)	Aaa / AA+ AA+	0.67 0.65
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	450,000.00	09/13/2019 1.79%	473,305.50 454,050.35	97.82 5.48%	440,182.35 1,725.00	0.92% (13,868.00)	Aaa / AA+ NR	0.87 0.84
3133ENP79	FFCB Note 4.25% Due 9/26/2024	1,200,000.00	09/26/2022 4.38%	1,197,148.80 1,198,711.10	98.95 5.45%	1,187,398.80 4,958.33	2.47% (11,312.30)	Aaa / AA+ AA+	0.91 0.87
3135G0W66	FNMA Note 1.625% Due 10/15/2024	200,000.00	10/17/2019 1.66%	199,658.00 199,934.56	96.43 5.51%	192,865.80 144.44	0.40% (7,068.76)	Aaa / AA+ AA+	0.96 0.93
3130AQF40	FHLB Note 1% Due 12/20/2024	550,000.00	12/21/2021 1.02%	549,642.50 549,864.39	95.08 5.53%	522,941.65 2,001.39	1.09% (26,922.74)	Aaa / AA+ NR	1.14 1.10
3135G0X24	FNMA Note 1.625% Due 1/7/2025	505,000.00	Various 1.21%	514,840.05 507,414.84	95.74 5.38%	483,500.64 2,598.65	1.01% (23,914.20)	Aaa / AA+ AA+	1.19 1.14
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	605,000.00	02/13/2020 1.52%	604,534.15 604,880.28	95.31 5.34%	576,627.32 1,991.46	1.20% (28,252.96)	Aaa / AA+ AA+	1.29 1.24
3135G03U5	FNMA Note 0.625% Due 4/22/2025	475,000.00	04/22/2020 0.67%	474,021.50 474,711.39	93.51 5.26%	444,167.75 74.22	0.92% (30,543.64)	Aaa / AA+ AA+	1.48 1.43
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	565,000.00	Various 0.47%	565,574.15 565,233.30	92.75 5.20%	524,032.98 1,051.52	1.09% (41,200.32)	Aaa / AA+ AA+	1.63 1.58
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	320,000.00	07/21/2020 0.48%	318,406.40 319,451.33	92.28 5.11%	295,294.40 333.33	0.61% (24,156.93)	Aaa / AA+ AA+	1.72 1.67
3135G05X7	FNMA Note 0.375% Due 8/25/2025	560,000.00	Various 0.46%	557,801.20 559,188.55	91.75 5.19%	513,782.08 385.00	1.07% (45,406.47)	Aaa / AA+ AA+	1.82 1.76
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	555,000.00	Various 0.44%	553,354.65 554,364.80	91.47 5.16%	507,680.15 219.69	1.05% (46,684.65)	Aaa / AA+ AA+	1.90 1.84
3133ENP95	FFCB Note 4.25% Due 9/30/2025	1,000,000.00	09/23/2022 4.31%	998,270.00 998,896.65	98.06 5.33%	980,576.00 3,659.72	2.04% (18,320.65)	Aaa / AA+ AA+	1.92 1.81
3135G06G3	FNMA Note 0.5% Due 11/7/2025	565,000.00	Various 0.56%	563,434.90 564,369.04	91.22 5.14%	515,390.74 1,365.41	1.07% (48,978.30)	Aaa / AA+ AA+	2.02 1.95
3133EPGW9	FFCB Note 3.875% Due 4/25/2028	725,000.00	05/05/2023 3.55%	735,512.50 734,486.75	95.29 5.06%	690,819.15 468.23	1.43% (43,667.60)	Aaa / AA+ AA+	4.49 4.04

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3133EPQD0	FFCB Note 4.25% Due 7/17/2028	700,000.00	07/20/2023 4.18%	702,212.00 702,087.02	96.59 5.07%	676,155.90 8,594.44	1.42% (25,931.12)	Aaa / AA+ AA+	4.72 4.15
<b>Total Agency</b>		<b>9,475,000.00</b>	<b>2.14%</b>	<b>9,519,001.30</b> <b>9,490,630.84</b>	<b>5.29%</b>	<b>9,039,225.21</b> <b>32,463.19</b>	<b>18.80%</b> <b>(451,405.63)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>1.88</b> <b>1.76</b>
<b>CMO</b>									
3137BFE98	FHLMC K041 A2 3.171% Due 10/25/2024	496,900.30	12/15/2021 1.17%	523,065.21 505,502.11	97.59 5.77%	484,903.13 1,313.06	1.01% (20,598.98)	Aaa / AAA AAA	0.99 0.86
3137BPW21	FHLMC K055 A2 2.673% Due 3/25/2026	170,000.00	12/15/2021 1.25%	178,705.86 174,835.96	93.96 5.46%	159,733.36 378.68	0.33% (15,102.60)	NR / NR AAA	2.40 2.17
3137FQXJ7	FHLMC K737 A2 2.525% Due 10/25/2026	523,000.00	12/15/2021 1.41%	548,700.55 538,676.45	92.24 5.47%	482,439.26 1,100.48	1.00% (56,237.19)	NR / NR AAA	2.99 2.67
3137BTUM1	FHLMC K061 A2 3.347% Due 11/25/2026	750,000.00	09/23/2022 4.45%	721,201.17 728,887.28	94.23 5.49%	706,704.00 2,091.88	1.47% (22,183.28)	NR / NR AAA	3.07 2.68
3137BVZ82	FHLMC K063 3.43% Due 1/25/2027	680,000.00	09/23/2022 4.42%	654,181.25 660,701.30	94.37 5.39%	641,730.96 1,943.67	1.33% (18,970.34)	NR / NR AAA	3.24 2.85
3137FBU79	FHLMC K069 A2 3.187% Due 9/25/2027	750,000.00	09/23/2022 4.68%	713,701.17 721,645.89	92.46 5.40%	693,447.00 1,991.88	1.44% (28,198.89)	NR / AAA NR	3.90 3.46
3137FEBQ2	FHLMC K072 A2 3.444% Due 12/25/2027	500,000.00	03/29/2023 4.27%	481,953.13 484,168.50	92.90 5.39%	464,502.50 1,435.00	0.97% (19,666.00)	NR / NR AAA	4.15 3.70
3137F4D41	FHLMC K074 A2 3.6% Due 1/25/2028	600,000.00	04/11/2023 4.53%	587,625.00 589,048.80	93.32 5.40%	559,933.20 360.00	1.16% (29,115.60)	NR / NR AAA	4.24 3.75
3137FETN0	FHLMC K073 A2 3.35% Due 1/25/2028	1,000,000.00	Various 4.38%	959,843.75 963,325.35	92.44 5.39%	924,356.00 558.33	1.92% (38,969.35)	NR / NR AAA	4.24 3.76
3137FGR31	FHLMC K078 A2 3.854% Due 6/25/2028	400,000.00	08/17/2023 5.01%	381,750.00 382,482.48	93.81 5.40%	375,230.40 256.93	0.78% (7,252.08)	NR / NR AAA	4.65 4.03
<b>Total CMO</b>		<b>5,869,900.30</b>	<b>3.82%</b>	<b>5,750,727.09</b> <b>5,749,274.12</b>	<b>5.45%</b>	<b>5,492,979.81</b> <b>11,429.91</b>	<b>11.41%</b> <b>(256,294.31)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.50</b> <b>3.09</b>





CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	295,000.00	Various 0.93%	292,715.95 294,383.83	96.51 5.74%	284,706.86 542.89	0.59% (9,676.97)	A2 / A+ NR	0.71 0.68
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/8/2024	325,000.00	02/19/2020 1.83%	329,628.00 326,002.46	96.55 5.68%	313,794.65 3,357.88	0.66% (12,207.81)	A2 / A A+	1.02 0.98
89236TJT3	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	310,000.00	01/10/2022 1.50%	309,584.60 309,833.61	95.19 5.65%	295,090.86 1,348.50	0.61% (14,742.75)	A1 / A+ A+	1.21 1.16
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	340,000.00	01/16/2020 2.10%	339,275.80 339,822.81	95.19 6.20%	323,636.82 1,936.11	0.67% (16,185.99)	A2 / A+ A+	1.23 1.17
69371RR73	Paccar Financial Corp Note 2.85% Due 4/7/2025	340,000.00	03/31/2022 2.86%	339,911.60 339,957.82	96.28 5.58%	327,357.78 646.00	0.68% (12,600.04)	A1 / A+ NR	1.44 1.37
14913R2V8	Caterpillar Financial Service Note 3.4% Due 5/13/2025	165,000.00	05/10/2022 3.44%	164,790.45 164,893.12	96.87 5.56%	159,832.53 2,618.00	0.34% (5,060.59)	A2 / A A+	1.53 1.44
747525AF0	Qualcomm Inc Callable Note Cont 2/20/2025 3.45% Due 5/20/2025	350,000.00	12/22/2021 1.46%	372,977.50 360,488.12	96.91 5.55%	339,188.50 5,400.21	0.71% (21,299.62)	A2 / A NR	1.55 1.46
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	300,000.00	05/24/2021 0.78%	300,388.80 300,075.56	96.63 6.28%	289,876.50 1,030.00	0.60% (10,199.06)	A1 / A- AA-	1.59 1.51
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	355,000.00	Various 4.44%	346,061.65 349,662.63	96.42 5.79%	342,273.61 4,626.83	0.72% (7,389.02)	A2 / A- A	1.62 1.53
46647PCK0	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	140,000.00	Various 0.95%	140,087.55 140,018.79	96.33 6.35%	134,868.03 482.34	0.28% (5,150.76)	A1 / A- AA-	1.65 1.56
89788MAA0	Truist Financial Corp Callable Note Cont 07/03/2025 1.2% Due 8/5/2025	350,000.00	02/03/2022 1.85%	342,314.00 346,123.84	91.29 6.51%	319,515.35 1,003.33	0.66% (26,608.49)	A3 / A- A	1.76 1.69
756109BE3	Realty Income Corp Callable Note Cont 9/1/2025 4.625% Due 11/1/2025	500,000.00	09/26/2022 5.09%	493,405.00 495,733.68	97.49 5.98%	487,449.50 11,562.50	1.03% (8,284.18)	A3 / A- NR	2.01 1.83
89236TKK0	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	175,000.00	11/08/2022 5.36%	175,173.25 175,116.98	99.85 5.48%	174,738.38 4,488.75	0.37% (378.60)	A1 / A+ A+	2.03 1.85

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	200,000.00	02/17/2022 3.73%	196,508.00 197,925.48	93.98 6.41%	187,965.00 104.15	0.39% (9,960.48)	A1 / A- AA-	2.48 1.42
6174468Q5	Morgan Stanley Callable Note Cont 4/28/2025 2.188% Due 4/28/2026	370,000.00	Various 5.10%	348,960.00 356,435.47	94.06 6.42%	348,019.41 67.47	0.72% (8,416.06)	A1 / A- A+	2.49 1.43
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	440,000.00	05/10/2021 1.09%	438,099.20 439,039.19	89.94 5.30%	395,749.20 2,065.56	0.82% (43,289.99)	A1 / AA AA-	2.53 2.43
808513BR5	Charles Schwab Corp Callable Note Cont 4/13/2026 1.15% Due 5/13/2026	200,000.00	12/15/2021 1.49%	197,152.00 198,363.46	87.89 6.40%	175,781.60 1,073.33	0.37% (22,581.86)	A2 / A- A	2.53 2.41
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	355,000.00	Various 1.09%	355,928.75 355,483.40	90.28 5.29%	320,505.72 1,882.49	0.67% (34,977.68)	A2 / A+ A	2.54 2.43
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	300,000.00	06/15/2021 1.13%	299,868.00 299,930.60	89.43 5.49%	268,291.50 1,246.88	0.56% (31,639.10)	A1 / A+ A+	2.63 2.52
06051GJD2	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	350,000.00	Various 1.85%	349,042.00 349,304.62	91.90 6.61%	321,657.00 1,692.72	0.67% (27,647.62)	A1 / A- AA-	2.64 2.48
594918BR4	Microsoft Callable Note Cont 5/8/2026 2.4% Due 8/8/2026	350,000.00	12/21/2021 1.36%	365,442.00 358,886.16	93.00 5.14%	325,499.65 1,936.67	0.68% (33,386.51)	Aaa / AAA NR	2.77 2.61
89114TZG0	Toronto-Dominion Bank Note 1.25% Due 9/10/2026	200,000.00	12/15/2021 1.67%	196,202.00 197,705.38	87.96 5.89%	175,926.40 354.17	0.37% (21,778.98)	A1 / A AA-	2.86 2.73
037833DN7	Apple Inc Callable Note Cont 7/11/2026 2.05% Due 9/11/2026	270,000.00	Various 1.50%	276,565.80 273,855.42	91.68 5.22%	247,543.02 768.75	0.51% (26,312.40)	Aaa / AA+ NR	2.87 2.71
06368FAC3	Bank of Montreal Note 1.25% Due 9/15/2026	280,000.00	09/13/2021 1.28%	279,661.20 279,805.37	87.65 5.99%	245,414.40 447.22	0.51% (34,390.97)	A2 / A- AA-	2.88 2.74
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	70,000.00	09/08/2021 1.09%	69,867.70 69,923.85	89.13 5.16%	62,392.33 89.83	0.13% (7,531.52)	Aa2 / AA AA	2.88 2.76
78016EZZ3	Royal Bank of Canada Note 1.4% Due 11/2/2026	200,000.00	12/15/2021 1.74%	196,850.00 198,059.77	87.81 5.89%	175,623.20 1,392.22	0.37% (22,436.57)	A1 / A AA-	3.01 2.84

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	205,000.00	01/19/2022 1.99%	204,651.50 204,775.40	90.03 5.38%	184,556.99 1,177.04	0.38% (20,218.41)	A2 / A A	3.21 3.02
808513BY0	Charles Schwab Corp Callable Note Cont 2/3/2027 2.45% Due 3/3/2027	140,000.00	03/01/2022 2.47%	139,848.80 139,899.14	88.16 6.44%	123,430.86 552.61	0.26% (16,468.28)	A2 / A- A	3.34 3.10
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	410,000.00	03/07/2022 2.30%	409,922.10 409,947.53	91.19 5.18%	373,871.21 1,204.94	0.78% (36,076.32)	Aa2 / AA A+	3.37 3.17
46647PCB0	JP Morgan Chase & Co Callable Note Cont 4/22/2026 1.578% Due 4/22/2027	300,000.00	09/23/2022 5.76%	261,462.00 270,703.73	89.21 6.34%	267,640.50 118.35	0.55% (3,063.23)	A1 / A- AA-	3.48 3.20
06051GHT9	Bank of America Corp Callable Note 1X 4/23/2026 3.559% Due 4/23/2027	620,000.00	Various 5.41%	589,716.56 597,198.75	93.40 6.48%	579,097.98 490.35	1.20% (18,100.77)	A1 / A- AA-	3.48 2.32
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	330,000.00	Various 3.89%	331,518.15 331,110.63	93.99 5.91%	310,180.20 6,270.00	0.66% (20,930.43)	A2 / A+ A+	3.53 3.16
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	155,000.00	05/17/2022 3.69%	155,073.50 155,052.10	94.21 5.52%	146,032.63 2,644.48	0.31% (9,019.47)	A2 / A+ A	3.54 3.20
89115A2C5	Toronto-Dominion Bank Note 4.108% Due 6/8/2027	550,000.00	Various 4.60%	538,655.75 541,315.05	93.75 6.06%	515,643.16 8,974.84	1.09% (25,671.89)	A1 / A NR	3.61 3.22
61747YEC5	Morgan Stanley Callable Note Cont 7/20/2026 1.512% Due 7/20/2027	600,000.00	09/23/2022 5.74%	517,038.00 535,925.19	87.78 6.43%	526,704.00 2,545.20	1.10% (9,221.19)	A1 / A- A+	3.72 3.48
78016FZS6	Royal Bank of Canada Note 4.24% Due 8/3/2027	225,000.00	09/23/2022 5.11%	216,670.50 218,551.81	93.92 6.07%	211,313.25 2,332.00	0.44% (7,238.56)	A1 / A AA-	3.76 3.36
14913R3A3	Caterpillar Financial Service Note 3.6% Due 8/12/2027	225,000.00	09/23/2022 4.76%	213,781.50 216,302.51	93.85 5.42%	211,162.95 1,777.50	0.44% (5,139.56)	A2 / A A+	3.78 3.44
24422EWK1	John Deere Capital Corp Note 4.15% Due 9/15/2027	500,000.00	09/23/2022 4.68%	488,405.00 490,961.78	95.68 5.40%	478,409.00 2,651.39	1.00% (12,552.78)	A2 / A A+	3.88 3.50
74340XBV2	Prologis LP Callable Note Cont 09/15/2027 3.375% Due 12/15/2027	400,000.00	01/10/2023 4.55%	379,460.00 382,807.17	91.05 5.85%	364,195.60 5,100.00	0.77% (18,611.57)	A3 / A NR	4.13 3.71



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
91324PEP3	United Health Group Inc Callable Note Cont 1/15/2028 5.25% Due 2/15/2028	250,000.00	02/27/2023 4.89%	253,862.50 253,331.16	99.34 5.42%	248,347.25 2,770.83	0.52% (4,983.91)	A2 / A+ A	4.30 3.75
57636QAW4	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 3/9/2028	305,000.00	03/06/2023 4.90%	304,704.15 304,742.53	98.38 5.30%	300,045.58 2,147.71	0.63% (4,696.95)	Aa3 / A+ NR	4.36 3.84
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	240,000.00	07/25/2023 5.06%	238,084.80 238,188.88	96.19 5.83%	230,861.52 3,997.50	0.49% (7,327.36)	A3 / A NR	4.63 4.00
78016HZS2	ROYAL BANK OF CANADA Note 5.2% Due 8/1/2028	500,000.00	09/12/2023 5.50%	493,525.00 493,699.31	96.44 6.07%	482,189.50 7,294.44	1.01% (11,509.81)	A1 / A AA-	4.76 4.07
<b>Total Corporate</b>		<b>13,485,000.00</b>	<b>3.28%</b>	<b>13,252,840.61</b> <b>13,301,344.09</b>	<b>5.86%</b>	<b>12,596,379.98</b> <b>104,213.98</b>	<b>26.32%</b> <b>(704,964.11)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.83</b> <b>2.52</b>
<b>MONEY MARKET FUND</b>									
26200X845	Dreyfus Funds Inst'l Reserve Treasury #6541	360,230.69	Various 0.01%	360,230.69 360,230.69	1.00 0.01%	360,230.69 0.00	0.75% 0.00	Aaa / AA+ AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>360,230.69</b>	<b>0.01%</b>	<b>360,230.69</b> <b>360,230.69</b>	<b>0.01%</b>	<b>360,230.69</b> <b>0.00</b>	<b>0.75%</b> <b>0.00</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>MUNICIPAL BONDS</b>									
13063DRK6	California State Taxable GO 2.4% Due 10/1/2024	320,000.00	10/16/2019 1.91%	327,350.40 321,364.96	97.13 5.66%	310,800.96 640.00	0.65% (10,564.00)	Aa2 / AA- AA	0.92 0.89
649791RC6	New York St STE-GO 1.25% Due 3/15/2027	325,000.00	06/17/2022 3.89%	288,284.75 298,850.75	87.69 5.28%	284,982.10 519.10	0.59% (13,868.65)	Aa1 / AA+ AA+	3.37 3.22
<b>Total Municipal Bonds</b>		<b>645,000.00</b>	<b>2.86%</b>	<b>615,635.15</b> <b>620,215.71</b>	<b>5.48%</b>	<b>595,783.06</b> <b>1,159.10</b>	<b>1.24%</b> <b>(24,432.65)</b>	<b>Aa2 / AA</b> <b>AA</b>	<b>2.09</b> <b>2.00</b>
<b>SUPRANATIONAL</b>									
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	910,000.00	Various 1.00%	892,819.20 901,182.22	91.28 5.16%	830,680.76 37.91	1.72% (70,501.46)	Aaa / AAA AAA	1.99 1.93

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	575,000.00	04/13/2021 0.97%	572,366.50 573,700.56	90.34 5.09%	519,460.18 153.73	1.08% (54,240.38)	Aaa / AAA AAA	2.47 2.39
<b>Total Supranational</b>		<b>1,485,000.00</b>	<b>0.99%</b>	<b>1,465,185.70</b> <b>1,474,882.78</b>	<b>5.13%</b>	<b>1,350,140.94</b> <b>191.64</b>	<b>2.80%</b> <b>(124,741.84)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.18</b> <b>2.11</b>
<b>US TREASURY</b>									
91282CCC3	US Treasury Note 0.25% Due 5/15/2024	700,000.00	12/21/2021 0.80%	690,839.84 697,948.12	97.22 5.54%	680,531.60 808.42	1.41% (17,416.52)	Aaa / AA+ AA+	0.54 0.53
912828D56	US Treasury Note 2.375% Due 8/15/2024	500,000.00	08/29/2019 1.45%	522,167.97 503,523.39	97.59 5.52%	487,969.00 2,516.98	1.02% (15,554.39)	Aaa / AA+ AA+	0.79 0.76
9128283D0	US Treasury Note 2.25% Due 10/31/2024	500,000.00	11/07/2019 1.77%	511,308.59 502,269.18	96.91 5.47%	484,551.00 30.91	1.00% (17,718.18)	Aaa / AA+ AA+	1.00 0.97
91282CDN8	US Treasury Note 1% Due 12/15/2024	550,000.00	12/15/2021 0.99%	550,171.88 550,064.36	95.26 5.41%	523,917.90 2,088.80	1.09% (26,146.46)	Aaa / AA+ AA+	1.13 1.09
912828ZC7	US Treasury Note 1.125% Due 2/28/2025	450,000.00	03/18/2020 0.81%	456,943.36 451,863.60	94.67 5.32%	426,006.00 862.29	0.88% (25,857.60)	Aaa / AA+ AA+	1.33 1.29
91282CED9	US Treasury Note 1.75% Due 3/15/2025	235,000.00	04/08/2022 2.71%	228,702.73 232,051.84	95.36 5.29%	224,103.76 531.01	0.47% (7,948.08)	Aaa / AA+ AA+	1.37 1.33
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	565,000.00	01/25/2021 0.32%	569,259.57 566,441.27	93.55 5.29%	528,562.02 246.99	1.10% (37,879.25)	Aaa / AA+ AA+	1.42 1.38
91282CFE6	US Treasury Note 3.125% Due 8/15/2025	1,200,000.00	09/23/2022 4.21%	1,164,984.38 1,178,306.26	96.58 5.14%	1,158,984.00 7,948.37	2.42% (19,322.26)	Aaa / AA+ AA+	1.79 1.70
91282CFK2	US Treasury Note 3.5% Due 9/15/2025	1,200,000.00	09/26/2022 4.28%	1,174,312.50 1,183,791.28	97.13 5.13%	1,165,500.00 5,423.08	2.43% (18,291.28)	Aaa / AA+ AA+	1.88 1.78
91282CAM3	US Treasury Note 0.25% Due 9/30/2025	575,000.00	02/19/2021 0.51%	568,149.41 572,151.36	91.29 5.08%	524,912.32 125.68	1.09% (47,239.04)	Aaa / AA+ AA+	1.92 1.86
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	575,000.00	01/11/2021 0.48%	568,800.78 572,418.47	90.93 5.07%	522,868.20 3.95	1.08% (49,550.27)	Aaa / AA+ AA+	2.00 1.95
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	565,000.00	03/26/2021 0.77%	554,869.73 560,489.75	90.86 5.06%	513,333.58 891.50	1.07% (47,156.17)	Aaa / AA+ AA+	2.08 2.02

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CCJ8	US Treasury Note 0.875% Due 6/30/2026	350,000.00	12/22/2021 1.22%	344,708.98 346,883.11	90.09 4.89%	315,300.65 1,031.93	0.66% (31,582.46)	Aaa / AA+ AA+	2.67 2.57
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	140,000.00	08/04/2021 0.68%	139,622.66 139,792.16	89.11 4.91%	124,747.70 221.13	0.26% (15,044.46)	Aaa / AA+ AA+	2.75 2.66
91282CCW9	US Treasury Note 0.75% Due 8/31/2026	150,000.00	09/17/2021 0.86%	149,185.55 149,533.70	89.11 4.92%	133,664.10 191.62	0.28% (15,869.60)	Aaa / AA+ AA+	2.84 2.74
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	850,000.00	Various 1.08%	841,591.80 845,060.21	89.28 4.86%	758,891.05 650.28	1.57% (86,169.16)	Aaa / AA+ AA+	2.92 2.81
91282CEW7	US Treasury Note 3.25% Due 6/30/2027	600,000.00	Various 3.13%	603,357.42 602,483.66	94.59 4.88%	567,538.80 6,570.65	1.19% (34,944.86)	Aaa / AA+ AA+	3.67 3.36
91282CFB2	US Treasury Note 2.75% Due 7/31/2027	1,090,000.00	Various 3.99%	1,030,896.10 1,044,290.94	92.74 4.89%	1,010,847.47 7,575.21	2.11% (33,443.47)	Aaa / AA+ AA+	3.75 3.47
91282CFH9	US Treasury Note 3.125% Due 8/31/2027	1,240,000.00	Various 3.76%	1,204,744.92 1,212,628.88	93.91 4.89%	1,164,438.12 6,600.27	2.43% (48,190.76)	Aaa / AA+ AA+	3.84 3.53
91282CGH8	US Treasury Note 3.5% Due 1/31/2028	1,150,000.00	02/07/2023 3.81%	1,133,873.05 1,136,232.66	94.82 4.86%	1,090,388.60 10,171.88	2.28% (45,844.06)	Aaa / AA+ AA+	4.25 3.85
91282CGP0	US Treasury Note 4% Due 2/29/2028	650,000.00	03/14/2023 3.80%	655,738.28 655,012.28	96.70 4.85%	628,570.15 4,428.57	1.31% (26,442.13)	Aaa / AA+ AA+	4.33 3.89
91282CHE4	US Treasury Note 3.625% Due 5/31/2028	750,000.00	06/14/2023 4.00%	737,607.42 738,526.40	95.10 4.83%	713,232.75 11,439.55	1.50% (25,293.65)	Aaa / AA+ AA+	4.59 4.09
91282CHX2	US Treasury Note 4.375% Due 8/31/2028	1,350,000.00	Various 4.46%	1,345,000.00 1,345,116.55	98.09 4.82%	1,324,266.30 10,060.10	2.77% (20,850.25)	Aaa / AA+ AA+	4.84 4.27
<b>Total US Treasury</b>		<b>15,935,000.00</b>	<b>2.71%</b>	<b>15,746,836.92</b> <b>15,786,879.43</b>	<b>5.05%</b>	<b>15,073,125.07</b> <b>80,419.17</b>	<b>31.41%</b> <b>(713,754.36)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>2.79</b> <b>2.58</b>
<b>TOTAL PORTFOLIO</b>		<b>50,845,358.38</b>	<b>2.83%</b>	<b>50,286,092.09</b> <b>50,366,196.61</b>	<b>5.39%</b>	<b>48,014,627.93</b> <b>234,042.46</b>	<b>100.00%</b> <b>(2,351,568.68)</b>	<b>Aa2 / AA</b> <b>AA+</b>	<b>2.69</b> <b>2.32</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>48,248,670.39</b>			



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

## MONTHLY ACCOUNT STATEMENT

OCTOBER 1, 2023 THROUGH OCTOBER 31, 2023

### 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](http://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	3.40
Average Coupon	2.07%
Average Purchase YTM	2.25%
Average Market YTM	5.34%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.87 yrs
Average Life	3.75 yrs

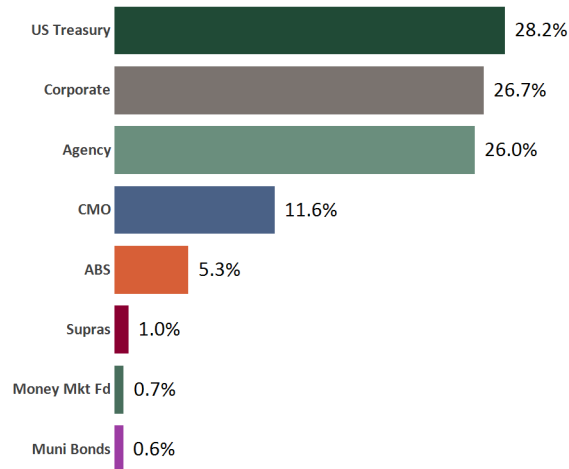
## ACCOUNT SUMMARY

	Beg. Values as of 9/30/23	End Values as of 10/31/23
Market Value	27,601,578	27,471,494
Accrued Interest	121,922	138,933
Total Market Value	<b>27,723,500</b>	<b>27,610,427</b>
Income Earned	54,219	57,031
Cont/WD		0
Par	30,382,806	30,419,202
Book Value	30,120,910	30,160,930
Cost Value	30,075,026	30,111,437

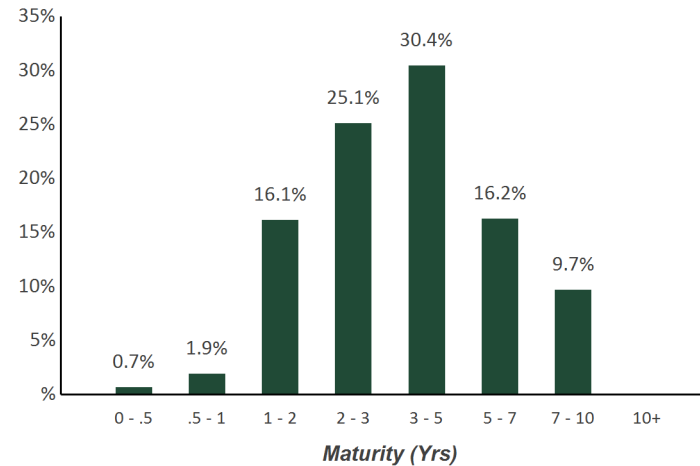
## TOP ISSUERS

Government of United States	28.2%
Federal Home Loan Mortgage Corp	15.4%
Federal National Mortgage Assoc	11.3%
Federal Home Loan Bank	10.5%
JP Morgan Chase & Co	2.0%
Bank of America Corp	1.8%
Morgan Stanley	1.8%
Royal Bank of Canada	1.7%
<b>Total</b>	<b>72.7%</b>

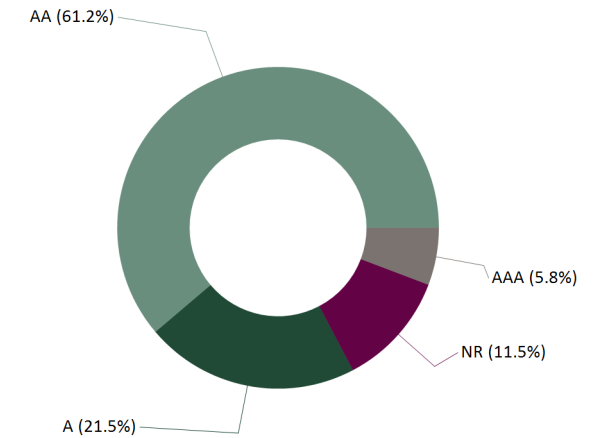
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	5/31/2006
Northern Cal. Cities Self Ins. Fund Long Term	-0.41%	-1.18%	0.29%	2.18%	-3.61%	-2.74%	0.90%	1.13%	2.77%
ICE BofA 1-10 Yr US Treasury & Agency Index	-0.33%	-1.20%	0.00%	1.48%	-3.88%	-3.08%	0.61%	0.76%	2.41%
ICE BofA 1-10 Yr AAA-A US Corp & Govt Index	-0.39%	-1.35%	0.14%	1.90%	-3.93%	-3.00%	0.80%	1.00%	2.56%

# Statement of Compliance

As of October 31, 2023



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

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

Category	Standard	Comment
U.S. Treasuries	No limitation	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max agency callable securities; Federal Agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises.	Complies
Supranational Obligations	"AA" rating category or better by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by IBRD, IFC, IADB	Complies
Municipal Securities (CA, Local Agency)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	
Municipal Securities (CA, Other States)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.; 5 year max maturity.	Complies
Asset-Backed & Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligation	"AA" rating category or better by a NRSRO; 20% max (combined ABS/MBS/CMO); 5% max per Asset-Backed or Commercial Mortgage security issuer; From issuers not defined in U.S. Treasury and Federal Agencies sections of the Permitted Investments section of the policy; 5 years max maturity	Complies
Negotiable Certificates of Deposits (NCD)	The amount of NCD insured up to the FDIC limit does not require any credit ratings; Any amount above FDIC insured limit must be issued by institutions with "A-1" short-term debt rating or better by a NRSRO; or "A" long-term rating category or better by a NRSRO; 30% max (combined with CDARS); 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combination of Certificates of Deposit, including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5 years max maturity.	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer; 5 year max maturity.	Complies
Banker's Acceptances	"A-1" short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% max; 5% max per issuer; 180 days max maturity	Complies

Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% maximum of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. Securities issued by corporations: (i) organized and operating within the U.S. with assets > \$500 million; (ii) "A-1" rated or better by a NRSRO; (iii) "A" rating or better by a NRSRO, if issuer has debt obligations. b. Securities issued by other entities: (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO.	<i>Complies</i>
Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds.	<i>Complies</i>
Mutual Funds	Invest in securities as authorized under CGC, Section 53601 (a) to (k) and (m) to (q) inclusive and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC, Section 53601 and with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF.	<i>Complies</i>
Local Government Investment Pool (LGIP)	No issuer limitation.	<i>Complies</i>
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	<i>Complies</i>
Prohibited	Common or preferred stocks, convertible or junk bonds, commodities, options, limited partnerships, GICs, Reverse repurchase agreements, uninsured deposits, Inverse floaters; ranges notes, mortgage derived, interest only strips, Zero interest accrual securities if held to maturity; Investments denominated in Non-USD; Collateralized Mortgage Obligations (CMOs) with collateral not specifically GNMA, FHLMC, or FNMA; Purchasing or selling securities on margin; Securities lending or any other form of borrowing or leverage	<i>Complies</i>
Max Per Issuer	5% per issuer or institution unless explicitly stated in the policy, excluding U.S. government, agency, investment pool, and money market funds	<i>Complies</i>
Maximum Maturity	10 years; The Board of Directors grants authority for the purchase of securities with maturities in excess of 5 years. Such purchases shall be of U.S. Treasury and Federal Agency securities (including Mortgage-Backed Securities)	<i>Complies</i>

## Reconciliation Summary

As of October 31, 2023



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$30,120,909.64</b>
<b><u>Acquisition</u></b>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$138,684.38	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$138,684.38</b>
<b><u>Dispositions</u></b>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$102,289.07	
<b>Total Dispositions</b>		<b>\$102,289.07</b>
<b><u>Amortization/Accretion</u></b>		
+/- Net Accretion	\$3,625.17	
		\$3,625.17
<b><u>Gain/Loss on Dispositions</u></b>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
<b>ENDING BOOK VALUE</b>		<b>\$30,160,930.12</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$41,929.94</b>
<b><u>Acquisition</u></b>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$35,745.88	
Dividend Received	\$649.43	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$102,289.07	
<b>Total Acquisitions</b>	<b>\$138,684.38</b>	
<b><u>Dispositions</u></b>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
<b>Total Dispositions</b>	<b>\$0.00</b>	
<b>ENDING BOOK VALUE</b>		<b>\$180,614.32</b>

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	13,118.60	09/22/2020 0.38%	13,116.68 13,118.57	99.37 5.96%	13,035.51 1.75	0.05% (83.06)	NR / AAA AAA	0.97 0.11
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	45,980.65	08/10/2021 0.39%	45,980.03 45,980.59	99.52 6.06%	45,760.17 5.48	0.17% (220.42)	NR / AAA AAA	0.98 0.08
47787NAC3	John Deere Owner Trust 2020-B A3 0.51% Due 11/15/2024	398.89	07/14/2020 0.52%	398.83 398.89	99.79 6.39%	398.06 0.09	0.00% (0.83)	Aaa / NR AAA	1.04 0.03
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	9,744.09	09/08/2021 0.34%	9,743.09 9,744.03	99.65 5.41%	9,709.82 0.54	0.04% (34.21)	Aaa / NR AAA	1.16 0.07
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	42,847.65	01/11/2022 1.11%	42,841.24 42,846.48	99.05 6.00%	42,438.58 7.86	0.15% (407.90)	NR / AAA AAA	1.40 0.19
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	17,964.12	02/17/2021 0.27%	17,963.80 17,964.08	98.39 5.98%	17,674.92 1.35	0.06% (289.16)	Aaa / NR AAA	1.47 0.28
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	27,896.14	10/20/2020 0.39%	27,889.71 27,895.57	98.97 5.76%	27,609.06 4.71	0.10% (286.51)	NR / AAA AAA	1.54 0.19
89240BAC2	Toyota Auto Receivables Owners 2021- A A3 0.26% Due 5/15/2025	65,469.40	02/02/2021 0.27%	65,457.25 65,467.95	98.46 6.04%	64,463.27 7.57	0.23% (1,004.68)	Aaa / NR AAA	1.54 0.26
36266FAC3	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	120,000.00	05/03/2022 3.45%	119,987.48 119,995.90	98.95 6.18%	118,742.76 125.40	0.43% (1,253.14)	NR / AAA AAA	1.64 0.38
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	31,032.30	03/02/2021 0.37%	31,026.33 31,030.72	97.85 5.84%	30,364.24 4.97	0.11% (666.48)	Aaa / NR AAA	1.88 0.39
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	47,953.26	04/20/2021 0.38%	47,948.21 47,952.37	98.09 6.11%	47,038.17 8.10	0.17% (914.20)	NR / AAA AAA	1.88 0.33
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	80,224.68	11/16/2021 0.89%	80,207.77 80,217.86	96.59 5.91%	77,490.06 19.61	0.28% (2,727.80)	Aaa / NR AAA	2.23 0.68
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	87,418.19	07/13/2021 0.52%	87,410.39 87,415.26	96.54 6.26%	84,392.30 20.20	0.31% (3,022.96)	Aaa / NR AAA	2.38 0.60

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	73,026.76	11/09/2021 0.71%	73,025.20 73,026.14	96.35 6.22%	70,363.91 23.04	0.25% (2,662.23)	NR / AAA AAA	2.46 0.66
44935FAD6	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	55,932.35	11/09/2021 0.75%	55,919.87 55,927.58	96.71 6.10%	54,090.05 18.40	0.20% (1,837.53)	NR / AAA AAA	2.54 0.61
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	100,000.00	05/10/2022 3.23%	99,994.80 99,997.24	97.63 6.09%	97,625.40 53.50	0.35% (2,371.84)	Aaa / AAA NR	2.82 0.83
362554AC1	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	60,959.62	10/13/2021 0.68%	60,958.06 60,958.99	96.13 6.11%	58,599.26 17.27	0.21% (2,359.73)	Aaa / AAA NR	2.88 0.71
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	93,461.98	03/10/2022 2.34%	93,441.31 93,450.93	97.04 6.14%	90,692.98 96.37	0.33% (2,757.95)	Aaa / NR AAA	2.88 0.78
448977AD0	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	130,000.00	03/09/2022 2.23%	129,995.00 129,997.51	96.60 6.27%	125,580.91 128.27	0.46% (4,416.60)	NR / AAA AAA	2.96 0.84
380146AC4	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	60,880.84	01/11/2022 1.27%	60,875.55 60,878.39	96.26 6.24%	58,606.94 31.96	0.21% (2,271.45)	NR / AAA AAA	3.05 0.75
362585AC5	GM Financial Securitized ART 2022-2 A3 3.1% Due 2/16/2027	90,000.00	04/05/2022 3.13%	89,981.19 89,989.71	97.29 5.82%	87,557.13 116.25	0.32% (2,432.58)	Aaa / AAA NR	3.30 1.01
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	260,000.00	05/17/2022 3.42%	259,942.49 259,970.32	96.53 5.82%	250,984.50 391.73	0.91% (8,985.82)	NR / AAA AAA	3.55 1.45
<b>Total ABS</b>		<b>1,514,309.52</b>	<b>1.90%</b>	<b>1,514,104.28</b> <b>1,514,225.08</b>	<b>6.04%</b>	<b>1,473,218.00</b> <b>1,084.42</b>	<b>5.34%</b> <b>(41,007.08)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.55</b> <b>0.74</b>
<b>AGENCY</b>									
880591ER9	Tennessee Valley Authority Note 2.875% Due 9/15/2024	100,000.00	02/27/2019 2.65%	101,155.00 100,181.86	97.76 5.54%	97,759.70 367.36	0.36% (2,422.16)	Aaa / AA+ AA+	0.88 0.84
3135G0W66	FNMA Note 1.625% Due 10/15/2024	275,000.00	10/17/2019 1.66%	274,529.75 274,910.02	96.43 5.51%	265,190.47 198.61	0.96% (9,719.55)	Aaa / AA+ AA+	0.96 0.93
3135G0X24	FNMA Note 1.625% Due 1/7/2025	215,000.00	01/08/2020 1.69%	214,314.15 214,837.19	95.74 5.38%	205,846.81 1,106.35	0.75% (8,990.38)	Aaa / AA+ AA+	1.19 1.14

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	425,000.00	02/13/2020 1.52%	424,672.75	95.31	405,068.78	1.47%	Aaa / AA+ AA+	1.29
				424,915.90	5.34%	1,398.96	(19,847.12)		1.24
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	475,000.00	06/17/2020 0.54%	474,016.75	92.75	440,558.70	1.60%	Aaa / AA+ AA+	1.63
				474,679.80	5.20%	884.03	(34,121.10)		1.58
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	340,000.00	07/21/2020 0.48%	338,306.80	92.28	313,750.30	1.14%	Aaa / AA+ AA+	1.72
				339,417.03	5.11%	354.17	(25,666.73)		1.67
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	370,000.00	09/23/2020 0.44%	368,886.30	91.47	338,453.43	1.23%	Aaa / AA+ AA+	1.90
				369,577.48	5.16%	146.46	(31,124.05)		1.84
3135G06G3	FNMA Note 0.5% Due 11/7/2025	530,000.00	11/09/2020 0.57%	528,102.60	91.22	483,463.88	1.76%	Aaa / AA+ AA+	2.02
				529,232.08	5.14%	1,280.83	(45,768.20)		1.95
3135G0K36	FNMA Note 2.125% Due 4/24/2026	565,000.00	Various 2.18%	562,430.10	93.23	526,761.37	1.91%	Aaa / AA+ AA+	2.48
				564,320.65	5.06%	233.46	(37,559.28)		2.37
3130AGFP5	FHLB Note 2.5% Due 6/12/2026	500,000.00	06/17/2019 2.19%	510,085.00	93.77	468,825.50	1.72%	Aaa / AA+ NR	2.62
				503,771.50	5.08%	4,826.39	(34,946.00)		2.46
3130A2VE3	FHLB Note 3% Due 9/11/2026	575,000.00	Various 2.81%	583,719.50	94.63	544,095.48	1.98%	Aaa / AA+ NR	2.87
				577,673.62	5.04%	2,395.83	(33,578.14)		2.68
3135G0Q22	FNMA Note 1.875% Due 9/24/2026	230,000.00	Various 2.78%	212,604.00	91.65	210,785.57	0.77%	Aaa / AA+ AA+	2.90
				224,766.52	5.01%	443.23	(13,980.95)		2.76
3130ACKB9	FHLB Note 2.625% Due 9/10/2027	600,000.00	Various 2.75%	593,685.00	92.00	551,982.60	2.01%	Aaa / AA+ NR	3.86
				597,460.11	4.93%	2,231.26	(45,477.51)		3.58
3135G05Y5	FNMA Note 0.75% Due 10/8/2027	600,000.00	Various 0.79%	598,402.20	85.10	510,609.00	1.85%	Aaa / AA+ AA+	3.94
				599,077.17	4.96%	287.51	(88,468.17)		3.78
3130AEB25	FHLB Note 3.25% Due 6/9/2028	500,000.00	01/29/2019 3.13%	504,785.00	92.90	464,475.50	1.71%	Aaa / AA+ NR	4.61
				502,354.70	5.00%	6,409.72	(37,879.20)		4.14
3130AG3X1	FHLB Note 2.875% Due 3/9/2029	380,000.00	Various 2.67%	386,815.50	89.84	341,373.76	1.24%	Aaa / AA+ NR	5.36
				383,733.00	5.07%	1,578.05	(42,359.24)		4.83
3130AGDY8	FHLB Note 2.75% Due 6/8/2029	510,000.00	Various 2.45%	523,261.05	88.74	452,549.02	1.66%	Aaa / AA+ NR	5.61
				517,493.99	5.09%	5,571.04	(64,944.97)		5.01
3130AGUW3	FHLB Note 2.125% Due 9/14/2029	70,000.00	03/05/2020 1.21%	75,742.80	85.30	59,707.62	0.22%	Aaa / AA+ NR	5.88
				73,539.11	5.05%	194.20	(13,831.49)		5.36



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<b>AGENCY</b>									
3135G05Q2	FNMA Note 0.875% Due 8/5/2030	610,000.00	Various 0.99%	603,622.55 605,615.96	75.77 5.17%	462,207.38 1,275.07	1.68% (143,408.58)	Aaa / AA+ AA+	6.77 6.36
<b>Total Agency</b>		<b>7,870,000.00</b>	<b>1.76%</b>	<b>7,879,136.80</b> <b>7,877,557.69</b>	<b>5.11%</b>	<b>7,143,464.87</b> <b>31,182.53</b>	<b>25.99%</b> <b>(734,092.82)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>3.20</b> <b>2.98</b>
<b>CMO</b>									
3137FBBX3	FHLMC K068 A2 3.244% Due 8/25/2027	270,000.00	02/02/2022 1.80%	289,174.22 283,118.19	92.73 5.39%	250,369.65 729.90	0.91% (32,748.54)	Aaa / NR NR	3.82 3.43
3137H1Z33	FHLMC K744 A2 1.712% Due 7/25/2028	225,277.73	02/08/2022 2.37%	220,357.65 221,682.61	85.00 5.54%	191,484.72 321.40	0.69% (30,197.89)	NR / NR AAA	4.74 4.17
3137H5DX2	FHLMC K747 A2 2.05% Due 11/25/2028	350,000.00	01/19/2022 1.96%	351,635.55 351,210.27	85.57 5.38%	299,495.00 597.92	1.09% (51,715.27)	NR / NR AAA	5.07 4.59
3137FKZZ2	FHLMC K088 A2 3.69% Due 1/25/2029	275,000.00	07/08/2022 3.57%	276,579.10 276,261.14	92.23 5.43%	253,628.10 845.63	0.92% (22,633.04)	Aaa / NR NR	5.24 4.56
3137FLN91	FHLMC K091 A2 3.505% Due 3/25/2029	150,000.00	11/23/2022 5.00%	143,015.63 144,035.44	91.12 5.45%	136,674.00 87.63	0.50% (7,361.44)	NR / AAA NR	5.40 4.68
3137FNB82	FHLMC K096 A2 2.519% Due 7/25/2029	95,000.00	03/23/2023 4.22%	86,320.12 87,138.91	85.66 5.51%	81,372.92 199.42	0.30% (5,765.99)	NR / AAA NR	5.74 5.09
3137H9D71	FHLMC K750 A2 3% Due 9/25/2029	400,000.00	10/26/2022 4.84%	359,138.80 365,029.43	87.88 5.58%	351,520.00 1,000.00	1.28% (13,509.43)	NR / NR AAA	5.91 4.91
3137FQ3Z4	FHLMC K101 A2 2.524% Due 10/25/2029	300,000.00	06/02/2022 3.34%	284,167.97 287,200.52	84.91 5.55%	254,730.60 631.00	0.92% (32,469.92)	Aaa / NR NR	5.99 5.31
3137HAGZ3	FHLMC K752 A2 4.284% Due 7/25/2030	400,000.00	08/16/2023 5.03%	383,940.40 384,378.91	92.65 5.64%	370,586.80 1,428.00	1.35% (13,792.11)	NR / NR AAA	6.74 5.52
3137H6LN3	FHLMC K139 A2 2.59% Due 1/25/2032	270,000.00	03/01/2022 2.34%	275,647.32 274,697.70	80.07 5.68%	216,189.00 582.75	0.79% (58,508.70)	Aaa / NR NR	8.24 7.05
3137H8U90	FHLMC K148 A2 3.5% Due 7/25/2032	200,000.00	04/26/2023 4.12%	190,804.69 191,306.30	85.22 5.69%	170,434.00 583.33	0.62% (20,872.30)	Aaa / AA+ AAA	8.74 7.18
3137H9M89	FHLMC K152 A2 3.78% Due 11/25/2032	180,000.00	07/27/2023 4.65%	168,693.75 169,002.56	86.78 5.69%	156,197.16 567.00	0.57% (12,805.40)	NR / NR AAA	9.08 7.31

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CMO</b>									
3137H9UD9	FHLMC K154 A2 4.35% Due 1/25/2033	500,000.00	09/11/2023 5.02%	477,656.25 477,969.75	90.53 5.70%	452,674.00 1,812.50	1.65% (25,295.75)	NR / NR AAA	9.24 7.29
<b>Total CMO</b>		<b>3,615,277.73</b>	<b>3.72%</b>	<b>3,507,131.45</b> <b>3,513,031.73</b>	<b>5.57%</b>	<b>3,185,355.95</b> <b>9,386.48</b>	<b>11.57%</b> <b>(327,675.78)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>6.56</b> <b>5.51</b>
<b>CORPORATE</b>									
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	100,000.00	Various 0.75%	99,669.40 99,912.19	96.51 5.74%	96,510.80 184.03	0.35% (3,401.39)	A2 / A+ NR	0.71 0.68
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	355,000.00	12/05/2019 2.26%	354,815.40 354,962.23	96.45 5.96%	342,382.95 3,993.75	1.25% (12,579.28)	A1 / A AA-	1.01 0.95
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	430,000.00	01/16/2020 2.10%	429,084.10 429,775.91	95.19 6.20%	409,305.39 2,448.61	1.49% (20,470.52)	A2 / A+ A+	1.23 1.17
002824BB5	Abbott Laboratories Callable Note Cont 12/15/2024 2.95% Due 3/15/2025	240,000.00	01/28/2022 1.67%	248,580.00 243,356.68	96.71 5.47%	232,103.52 904.67	0.84% (11,253.16)	Aa3 / AA- NR	1.37 1.31
06367WB85	Bank of Montreal Note 1.85% Due 5/1/2025	264,000.00	07/23/2021 0.85%	273,720.48 267,869.80	93.98 6.11%	248,109.84 2,442.00	0.91% (19,759.96)	A2 / A- AA-	1.50 1.43
037833DT4	Apple Inc Callable Note Cont 4/11/2025 1.125% Due 5/11/2025	100,000.00	05/04/2020 1.16%	99,821.00 99,945.40	93.84 5.38%	93,837.20 531.25	0.34% (6,108.20)	Aaa / AA+ NR	1.53 1.47
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	205,000.00	05/24/2021 0.78%	205,267.30 205,051.95	96.63 6.28%	198,082.28 703.83	0.72% (6,969.67)	A1 / A- AA-	1.59 1.51
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	90,000.00	04/27/2022 3.46%	89,975.70 89,987.36	96.42 5.79%	86,773.59 1,173.00	0.32% (3,213.77)	A2 / A- A	1.62 1.53
06406HCQ0	Bank of New York Callable Note Cont 10/18/2025 3.95% Due 11/18/2025	160,000.00	04/05/2022 3.20%	163,985.60 162,215.25	95.99 6.05%	153,591.84 2,861.56	0.57% (8,623.41)	A1 / A AA-	2.05 1.89
92826CAD4	Visa Inc Callable Note Cont 9/14/2025 3.15% Due 12/14/2025	300,000.00	01/28/2022 1.75%	314,679.00 307,589.52	95.42 5.46%	286,256.40 3,596.25	1.05% (21,333.12)	Aa3 / AA- NR	2.12 1.99

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
89114QCP1	Toronto Dominion Bank Note 0.75% Due 1/6/2026	150,000.00	02/08/2022 2.15%	142,146.00 145,610.35	89.43 5.99%	134,139.90 359.38	0.49% (11,470.45)	A1 / A AA-	2.19 2.10
06051GHY8	Bank of America Corp Callable Note Cont 2/13/2025 2.015% Due 2/13/2026	380,000.00	Various 1.60%	388,482.70 382,667.75	94.30 6.59%	358,353.68 1,659.03	1.30% (24,314.07)	A1 / A- AA-	2.29 2.15
78016EZQ3	Royal Bank of Canada Note 1.2% Due 4/27/2026	150,000.00	06/09/2021 1.13%	150,517.50 150,263.83	89.18 5.94%	133,766.70 20.00	0.48% (16,497.13)	A1 / A AA-	2.49 2.39
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	465,000.00	05/10/2021 1.09%	462,991.20 463,984.60	89.94 5.30%	418,234.95 2,182.92	1.52% (45,749.65)	A1 / AA AA-	2.53 2.43
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	75,000.00	06/16/2021 1.06%	75,299.25 75,152.17	90.28 5.29%	67,712.48 397.71	0.25% (7,439.69)	A2 / A+ A	2.54 2.43
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	315,000.00	06/15/2021 1.13%	314,861.40 314,927.13	89.43 5.49%	281,706.08 1,309.22	1.03% (33,221.05)	A1 / A+ A+	2.63 2.52
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	275,000.00	Various 4.65%	275,253.50 275,144.86	97.17 6.44%	267,206.23 3,717.21	0.98% (7,938.63)	A1 / A- A+	2.71 1.59
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	75,000.00	09/08/2021 1.09%	74,858.25 74,918.41	89.13 5.16%	66,848.93 96.25	0.24% (8,069.48)	Aa2 / AA AA	2.88 2.76
26442CAS3	Duke Energy Carolinas Callable Note Cont 9/1/2026 2.95% Due 12/1/2026	300,000.00	01/13/2022 1.81%	315,051.00 309,234.02	93.02 5.44%	279,047.10 3,687.50	1.02% (30,186.92)	Aa3 / A NR	3.09 2.85
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	170,000.00	01/19/2022 1.99%	169,711.00 169,813.75	90.03 5.38%	153,047.26 976.08	0.56% (16,766.49)	A2 / A A	3.21 3.02
808513BY0	Charles Schwab Corp Callable Note Cont 2/3/2027 2.45% Due 3/3/2027	205,000.00	03/01/2022 2.46%	204,946.90 204,964.21	88.16 6.44%	180,738.05 809.18	0.66% (24,226.16)	A2 / A- A	3.34 3.10
89114TZX2	Toronto-Dominion Bank Note 2.8% Due 3/10/2027	325,000.00	03/09/2022 2.97%	322,422.75 323,270.07	90.20 6.07%	293,164.95 1,289.17	1.07% (30,105.12)	A1 / A NR	3.36 3.11
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	345,000.00	03/07/2022 2.30%	344,934.45 344,955.85	91.19 5.18%	314,598.95 1,013.92	1.14% (30,356.90)	Aa2 / AA A+	3.37 3.17

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
89236TJZ9	Toyota Motor Credit Corp Note 3.05% Due 3/22/2027	195,000.00	03/17/2022 3.05%	194,982.45 194,988.11	92.21 5.60%	179,809.89 644.31	0.65% (15,178.22)	A1 / A+ A+	3.39 3.14
46647PCB0	JP Morgan Chase & Co Callable Note Cont 4/22/2026 1.578% Due 4/22/2027	400,000.00	08/10/2022 4.70%	363,548.00 373,033.18	89.21 6.34%	356,854.00 157.80	1.29% (16,179.18)	A1 / A- AA-	3.48 3.20
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	125,000.00	05/05/2022 4.04%	124,797.50 124,857.38	93.99 5.91%	117,492.50 2,375.00	0.43% (7,364.88)	A2 / A+ A+	3.53 3.16
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	130,000.00	05/17/2022 3.69%	130,060.80 130,043.09	94.21 5.52%	122,478.98 2,217.95	0.45% (7,564.11)	A2 / A+ A	3.54 3.20
61747YEC5	Morgan Stanley Callable Note Cont 7/20/2026 1.512% Due 7/20/2027	250,000.00	08/15/2022 4.62%	225,837.50 231,763.90	87.78 6.43%	219,460.00 1,060.50	0.80% (12,303.90)	A1 / A- A+	3.72 3.48
14913R3A3	Caterpillar Financial Service Note 3.6% Due 8/12/2027	350,000.00	09/02/2022 3.96%	344,414.00 345,717.40	93.85 5.42%	328,475.70 2,765.00	1.20% (17,241.70)	A2 / A A+	3.78 3.44
756109AU8	Realty Income Corp Callable Note Cont 10/15/2027 3.65% Due 1/15/2028	395,000.00	Various 4.77%	376,127.65 378,543.45	90.89 6.14%	359,006.81 4,245.16	1.32% (19,536.64)	A3 / A- NR	4.21 3.76
06051GGF0	Bank of America Corp Callable Note 1/20/2027 3.824% Due 1/20/2028	150,000.00	02/06/2023 5.41%	143,926.50 144,820.55	92.29 6.51%	138,430.20 1,609.27	0.51% (6,390.35)	A1 / A- AA-	4.22 2.93
341081GN1	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 5/15/2028	180,000.00	06/06/2023 4.63%	178,187.40 178,334.18	95.15 5.63%	171,262.98 3,586.00	0.63% (7,071.20)	Aa2 / A+ AA-	4.54 3.96
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	220,000.00	Various 5.00%	218,836.50 218,917.15	96.19 5.83%	211,623.07 3,664.38	0.78% (7,294.08)	A3 / A NR	4.63 4.00
<b>Total Corporate</b>		<b>7,869,000.00</b>	<b>2.67%</b>	<b>7,821,792.18</b> <b>7,816,591.68</b>	<b>5.87%</b>	<b>7,300,413.20</b> <b>58,681.89</b>	<b>26.65%</b> <b>(516,178.48)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.75</b> <b>2.49</b>



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>MONEY MARKET FUND</b>									
26200X845	Dreyfus Funds Inst'l Reserve Treasury #6541	180,614.32	Various 0.01%	180,614.32 180,614.32	1.00 0.01%	180,614.32 0.00	0.65% 0.00	Aaa / AA+ AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>180,614.32</b>	<b>0.01%</b>	<b>180,614.32</b> <b>180,614.32</b>	<b>0.01%</b>	<b>180,614.32</b> <b>0.00</b>	<b>0.65%</b> <b>0.00</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>MUNICIPAL BONDS</b>									
649791RC6	New York St STE-GO 1.25% Due 3/15/2027	200,000.00	06/30/2022 3.57%	180,128.00 185,739.46	87.69 5.28%	175,373.60 319.44	0.64% (10,365.86)	Aa1 / AA+ AA+	3.37 3.22
<b>Total Municipal Bonds</b>		<b>200,000.00</b>	<b>3.57%</b>	<b>180,128.00</b> <b>185,739.46</b>	<b>5.28%</b>	<b>175,373.60</b> <b>319.44</b>	<b>0.64%</b> <b>(10,365.86)</b>	<b>Aa1 / AA+</b> <b>AA+</b>	<b>3.37</b> <b>3.22</b>
<b>SUPRANATIONAL</b>									
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	305,000.00	04/13/2021 0.97%	303,603.10 304,310.73	90.34 5.09%	275,539.75 81.55	1.00% (28,770.98)	Aaa / AAA AAA	2.47 2.39
<b>Total Supranational</b>		<b>305,000.00</b>	<b>0.97%</b>	<b>303,603.10</b> <b>304,310.73</b>	<b>5.09%</b>	<b>275,539.75</b> <b>81.55</b>	<b>1.00%</b> <b>(28,770.98)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.47</b> <b>2.39</b>
<b>US TREASURY</b>									
912828J27	US Treasury Note 2% Due 2/15/2025	470,000.00	08/31/2015 2.15%	464,016.72 469,182.84	95.91 5.32%	450,777.94 1,992.39	1.64% (18,404.90)	Aaa / AA+ AA+	1.30 1.24
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	325,000.00	03/30/2021 0.64%	323,146.48 324,345.37	93.55 5.29%	304,040.10 142.08	1.10% (20,305.27)	Aaa / AA+ AA+	1.42 1.38
912828M56	US Treasury Note 2.25% Due 11/15/2025	350,000.00	05/29/2019 2.13%	352,419.92 350,763.59	94.59 5.07%	331,078.30 3,637.91	1.21% (19,685.29)	Aaa / AA+ AA+	2.04 1.93
912828R36	US Treasury Note 1.625% Due 5/15/2026	500,000.00	Various 2.23%	475,523.49 493,028.40	92.10 4.97%	460,508.00 3,753.40	1.68% (32,520.40)	Aaa / AA+ AA+	2.54 2.42
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	150,000.00	07/29/2021 0.72%	149,285.16 149,606.92	89.11 4.91%	133,658.25 236.92	0.48% (15,948.67)	Aaa / AA+ AA+	2.75 2.66

## Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
912828YG9	US Treasury Note 1.625% Due 9/30/2026	100,000.00	12/18/2019 1.86%	98,507.81 99,359.03	91.25 4.88%	91,250.00 142.08	0.33% (8,109.03)	Aaa / AA+ AA+	2.92 2.78
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	600,000.00	Various 1.13%	592,710.94 595,713.71	89.28 4.86%	535,687.80 459.02	1.94% (60,025.91)	Aaa / AA+ AA+	2.92 2.81
912828ZB9	US Treasury Note 1.125% Due 2/28/2027	545,000.00	03/24/2020 0.75%	558,901.76 551,673.50	88.63 4.86%	483,006.25 1,044.33	1.75% (68,667.25)	Aaa / AA+ AA+	3.33 3.19
91282CAH4	US Treasury Note 0.5% Due 8/31/2027	150,000.00	08/06/2021 0.94%	146,121.09 147,547.86	84.87 4.88%	127,306.65 127.75	0.46% (20,241.21)	Aaa / AA+ AA+	3.84 3.70
91282CAL5	US Treasury Note 0.375% Due 9/30/2027	300,000.00	10/25/2021 1.33%	283,792.97 289,302.61	84.11 4.88%	252,339.90 98.36	0.91% (36,962.71)	Aaa / AA+ AA+	3.92 3.79
9128283F5	US Treasury Note 2.25% Due 11/15/2027	300,000.00	11/07/2019 1.89%	307,957.03 304,007.04	90.46 4.88%	271,371.00 3,118.21	0.99% (32,636.04)	Aaa / AA+ AA+	4.04 3.74
91282CBB6	US Treasury Note 0.625% Due 12/31/2027	625,000.00	03/29/2021 1.30%	597,875.98 608,277.00	84.16 4.87%	526,001.25 1,316.24	1.91% (82,275.75)	Aaa / AA+ AA+	4.17 4.01
91282CBJ9	US Treasury Note 0.75% Due 1/31/2028	550,000.00	03/12/2021 1.28%	530,857.42 538,177.76	84.34 4.87%	463,890.90 1,042.46	1.68% (74,286.86)	Aaa / AA+ AA+	4.25 4.08
91282CCV1	US Treasury Note 1.125% Due 8/31/2028	300,000.00	09/03/2021 1.10%	300,457.03 300,316.34	84.02 4.88%	252,070.20 574.86	0.92% (48,246.14)	Aaa / AA+ AA+	4.84 4.58
9128285M8	US Treasury Note 3.125% Due 11/15/2028	150,000.00	10/19/2022 4.34%	140,349.61 141,989.92	92.21 4.89%	138,310.50 2,165.42	0.51% (3,679.42)	Aaa / AA+ AA+	5.05 4.50
912828YB0	US Treasury Note 1.625% Due 8/15/2029	350,000.00	05/28/2020 0.66%	380,009.77 368,853.09	83.83 4.86%	293,412.00 1,205.50	1.07% (75,441.09)	Aaa / AA+ AA+	5.79 5.37
91282CFJ5	US Treasury Note 3.125% Due 8/31/2029	120,000.00	09/19/2022 3.62%	116,381.25 116,961.79	90.95 4.93%	109,143.72 638.74	0.40% (7,818.07)	Aaa / AA+ AA+	5.84 5.19
91282CFT3	US Treasury Note 4% Due 10/31/2029	140,000.00	12/30/2022 4.02%	139,868.75 139,884.65	95.23 4.93%	133,322.70 15.38	0.48% (6,561.95)	Aaa / AA+ AA+	6.01 5.25
91282CGZ8	US Treasury Note 3.5% Due 4/30/2030	280,000.00	05/11/2023 3.37%	282,318.75 282,161.13	92.14 4.93%	258,004.60 26.92	0.93% (24,156.53)	Aaa / AA+ AA+	6.50 5.70
912828ZQ6	US Treasury Note 0.625% Due 5/15/2030	615,000.00	Various 0.90%	599,593.95 604,279.55	76.23 4.92%	468,817.58 1,775.64	1.70% (135,461.97)	Aaa / AA+ AA+	6.54 6.22
91282CAV3	US Treasury Note 0.875% Due 11/15/2030	625,000.00	Various 1.30%	600,808.59 607,507.52	76.45 4.87%	477,807.50 2,526.32	1.74% (129,700.02)	Aaa / AA+ AA+	7.05 6.61

Holdings Report

As of October 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
91282CFF3	US Treasury Note 2.75% Due 8/15/2032	120,000.00	08/29/2022 3.09%	116,484.38 116,897.98	84.59 4.93%	101,512.56 699.46	0.37% (15,385.42)	Aaa / AA+ AA+	8.80 7.53
91282CGM7	US Treasury Note 3.5% Due 2/15/2033	770,000.00	Various 3.75%	753,941.41 754,992.41	89.52 4.92%	689,270.12 5,712.22	2.52% (65,722.29)	Aaa / AA+ AA+	9.30 7.67
91282CHC8	US Treasury Note 3.375% Due 5/15/2033	300,000.00	06/14/2023 3.78%	290,050.78 290,419.37	88.42 4.91%	265,265.70 4,677.31	0.98% (25,153.67)	Aaa / AA+ AA+	9.55 7.80
91282CHT1	US Treasury Note 3.875% Due 8/15/2033	130,000.00	09/25/2023 4.50%	123,545.70 123,610.05	92.05 4.91%	119,660.97 1,067.73	0.44% (3,949.08)	Aaa / AA+ AA+	9.80 7.90
Total US Treasury		8,865,000.00	1.86%	8,724,926.74 8,768,859.43	4.94%	7,737,514.49 38,196.65	28.16% (1,031,344.94)	Aaa / AA+ AA+	4.86 4.40
TOTAL PORTFOLIO		30,419,201.57	2.25%	30,111,436.87 30,160,930.12	5.34%	27,471,494.18 138,932.96	100.00% (2,689,435.94)	Aa1 / AA AA+	3.87 3.40
TOTAL MARKET VALUE PLUS ACCRUED						27,610,427.14			





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

## MONTHLY ACCOUNT STATEMENT

NOVEMBER 1, 2023 THROUGH NOVEMBER 30, 2023

### 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](http://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	2.24
Average Coupon	2.50%
Average Purchase YTM	2.82%
Average Market YTM	4.92%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	2.60 yrs
Average Life	2.41 yrs

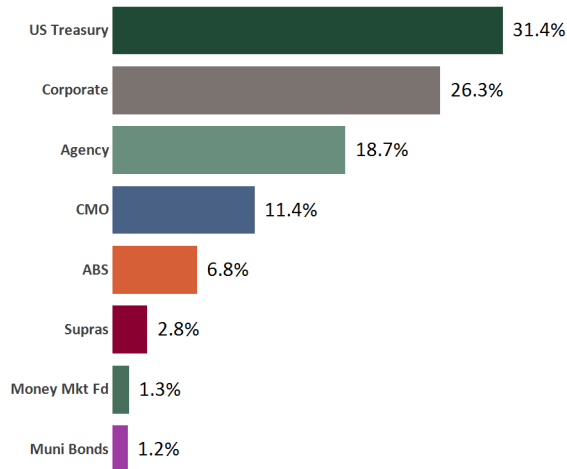
## ACCOUNT SUMMARY

	Beg. Values as of 10/31/23	End Values as of 11/30/23
Market Value	48,014,628	48,747,525
Accrued Interest	234,042	253,440
Total Market Value	<b>48,248,670</b>	<b>49,000,965</b>
Income Earned	118,757	117,292
Cont/WD		0
Par	50,845,358	50,932,489
Book Value	50,366,197	50,464,091
Cost Value	50,286,092	50,373,856

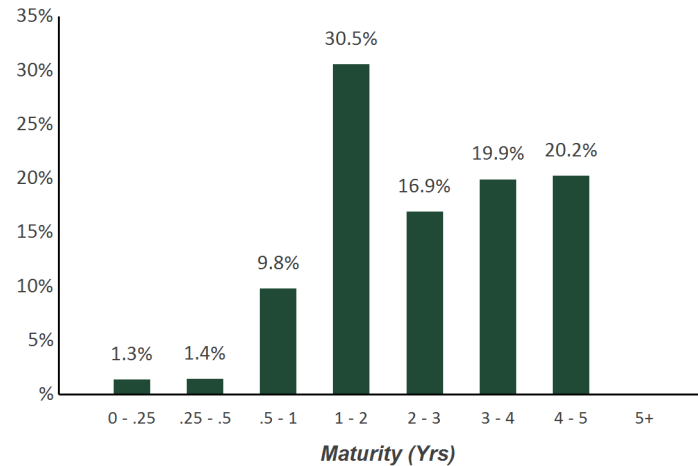
## TOP ISSUERS

Government of United States	31.4%
Federal Home Loan Mortgage Corp	14.3%
Federal Farm Credit Bank	7.4%
Federal National Mortgage Assoc	6.5%
Federal Home Loan Bank	2.0%
Bank of America Corp	1.9%
Royal Bank of Canada	1.9%
Morgan Stanley	1.8%
<b>Total</b>	<b>67.1%</b>

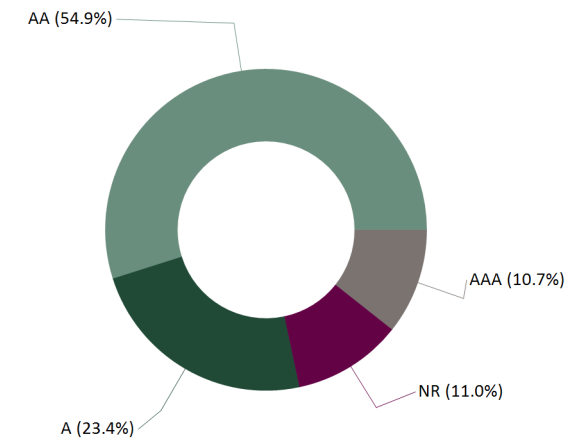
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	12/31/1997
Northern CA Cities Self Ins. Fund Short Term	1.56%	1.32%	3.23%	3.38%	-0.97%	-0.85%	1.45%	1.24%	3.31%
ICE BofA 1-5 Yr US Treasury & Agency Index	1.48%	1.24%	2.80%	2.86%	-1.44%	-1.21%	1.13%	0.96%	2.99%
ICE BofA 1-5 Yr AAA-A US Corp & Govt Index	1.56%	1.28%	2.93%	2.99%	-1.39%	-1.17%	1.22%	1.05%	3.10%

# Statement of Compliance

As of November 30, 2023



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

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

Category	Standard	Comment
U.S. Treasuries	No limitation	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max agency callable securities; Federal Agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises.	Complies
Supranational Obligations	"AA" rating category or better by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by IBRD, IFC, IADB	Complies
Municipal Securities (CA, Local Agency)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	
Municipal Securities (CA, Other States)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.; 5 year max maturity.	Complies
Asset-Backed & Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligation	"AA" rating category or better by a NRSRO; 20% max (combined ABS/MBS/CMO); 5% max per Asset-Backed or Commercial Mortgage security issuer; From issuers not defined in U.S. Treasury and Federal Agencies sections of the Permitted Investments section of the policy; 5 years max maturity	Complies
Negotiable Certificates of Deposits (NCD)	The amount of NCD insured up to the FDIC limit does not require any credit ratings; Any amount above FDIC insured limit must be issued by institutions with "A-1" short-term debt rating or better by a NRSRO; or "A" long-term rating category or better by a NRSRO; 30% max (combined with CDARS); 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combination of Certificates of Deposit, including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5 years max maturity.	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer; 5 year max maturity.	Complies
Banker's Acceptances	"A-1" short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% max; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% maximum of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. Securities issued by corporations: (i) organized and operating within the U.S. with assets > \$500 million; (ii) "A-1" rated or better by a NRSRO; (iii) "A" rating or better by a NRSRO, if issuer has debt obligations. b. Securities issued by other entities: (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO.	Complies

Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds.	<i>Complies</i>
Mutual Funds	Invest in securities as authorized under CGC, Section 53601 (a) to (k) and (m) to (q) inclusive and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC, Section 53601 and with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF.	<i>Complies</i>
Local Government Investment Pool (LGIP)	No issuer limitation.	<i>Complies</i>
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	<i>Complies</i>
Prohibited	Common or preferred stocks, convertible or junk bonds, commodities, options, limited partnerships, GICs, Reverse repurchase agreements, uninsured deposits, Inverse floaters; ranges notes, mortgage derived, interest only strips, Zero interest accrual securities if held to maturity; Investments denominated in Non-USD; Collateralized Mortgage Obligations (CMOs) with collateral not specifically GNMA, FHLMC, or FNMA; Purchasing or selling securities on margin; Securities lending or any other form of borrowing or leverage	<i>Complies</i>
Max Per Issuer	5% per issuer or institution unless explicitly stated in the policy, excluding U.S. government, agency, investment pool, and money market funds	<i>Complies</i>
Maximum Maturity	10 years; The Board of Directors grants authority for the purchase of securities with maturities in excess of 5 years. Such purchases shall be of U.S. Treasury and Federal Agency securities (including Mortgage-Backed Securities)	<i>Complies</i>

## Reconciliation Summary

As of November 30, 2023



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$50,366,196.61</b>
<u><b>Acquisition</b></u>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$298,518.04	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$298,518.04</b>
<u><b>Dispositions</b></u>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$211,387.58	
<b>Total Dispositions</b>		<b>\$211,387.58</b>
<u><b>Amortization/Accretion</b></u>		
+/- Net Accretion	\$10,763.95	
		\$10,763.95
<u><b>Gain/Loss on Dispositions</b></u>		
+/- Realized Gain/Loss	\$0.00	
		\$0.00
<b>ENDING BOOK VALUE</b>		<b>\$50,464,091.02</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$360,230.69</b>
<u><b>Acquisition</b></u>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$86,262.69	
Dividend Received	\$867.77	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$211,387.58	
<b>Total Acquisitions</b>	<b>\$298,518.04</b>	
<u><b>Dispositions</b></u>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
<b>Total Dispositions</b>	<b>\$0.00</b>	
<b>ENDING BOOK VALUE</b>		<b>\$658,748.73</b>

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	7,499.90	09/22/2020 0.38%	7,498.80 7,499.90	99.57 5.64%	7,467.78 1.00	0.02% (32.12)	NR / AAA AAA	0.88 0.08
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	60,959.57	Various 0.73%	60,618.13 60,937.11	99.71 5.71%	60,782.30 7.26	0.12% (154.81)	NR / AAA AAA	0.89 0.05
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	1,656.59	09/08/2021 0.34%	1,656.42 1,656.59	99.96 0.92%	1,655.92 0.09	0.00% (0.67)	Aaa / NR AAA	1.07 0.07
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,950.54	10/06/2020 0.36%	1,950.18 1,950.44	99.78 5.63%	1,946.31 0.30	0.00% (4.13)	NR / AAA AAA	1.13 0.04
36265MAC9	GM Financial Auto Lease Trust 2022-1 A3 1.9% Due 3/20/2025	146,845.20	02/15/2022 1.91%	146,843.94 146,844.97	99.17 5.82%	145,619.92 85.25	0.30% (1,225.05)	Aaa / NR AAA	1.30 0.21
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	40,780.13	01/11/2022 1.11%	40,774.04 40,779.25	99.24 5.82%	40,469.63 7.48	0.08% (309.62)	NR / AAA AAA	1.32 0.16
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	14,123.96	02/17/2021 0.27%	14,123.71 14,123.94	98.64 5.70%	13,932.01 1.06	0.03% (191.93)	Aaa / NR AAA	1.39 0.25
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	21,090.96	10/20/2020 0.39%	21,086.10 21,090.65	99.15 5.81%	20,910.65 3.56	0.04% (180.00)	NR / AAA AAA	1.46 0.16
89240BAC2	Toyota Auto Receivables Owners 2021-A A3 0.26% Due 5/15/2025	52,566.01	02/02/2021 0.27%	52,556.26 52,565.10	98.73 5.63%	51,896.48 6.07	0.11% (668.62)	Aaa / NR AAA	1.46 0.24
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	40,237.61	04/20/2021 0.38%	40,233.38 40,236.98	98.41 5.51%	39,599.16 6.80	0.08% (637.82)	NR / AAA AAA	1.79 0.31
89239BAC5	Toyota Auto Receivables Trust 2021-C A3 0.43% Due 1/15/2026	217,241.07	12/17/2021 0.91%	215,102.60 216,534.97	97.05 5.86%	210,835.93 41.52	0.43% (5,699.04)	Aaa / AAA NR	2.13 0.54
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	108,444.91	Various 1.59%	106,983.81 107,810.26	96.79 5.82%	104,960.68 26.51	0.21% (2,849.58)	Aaa / NR AAA	2.15 0.65
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	74,171.74	07/13/2021 0.52%	74,165.12 74,169.41	96.69 6.22%	71,719.99 17.14	0.15% (2,449.42)	Aaa / NR AAA	2.29 0.58

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	64,438.57	11/09/2021 0.71%	64,437.20 64,438.06	96.73 5.85%	62,334.59 20.33	0.13% (2,103.47)	NR / AAA AAA	2.38 0.63
44935FAD6	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	48,320.76	11/09/2021 0.75%	48,309.98 48,316.92	96.99 5.85%	46,865.63 15.89	0.10% (1,451.29)	NR / AAA AAA	2.46 0.59
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	190,000.00	02/15/2022 1.89%	189,971.42 189,987.11	96.97 5.76%	184,248.70 158.76	0.38% (5,738.41)	Aaa / AAA NR	2.46 0.78
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	120,000.00	05/10/2022 3.23%	119,993.76 119,996.85	98.00 5.86%	117,603.36 64.20	0.24% (2,393.49)	Aaa / AAA NR	2.74 0.76
362554AC1	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	53,597.98	10/13/2021 0.68%	53,596.61 53,597.46	96.27 6.09%	51,598.99 15.19	0.11% (1,998.47)	Aaa / AAA NR	2.80 0.69
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	129,626.70	03/10/2022 2.34%	129,598.03 129,612.04	97.38 5.76%	126,224.65 133.66	0.26% (3,387.39)	Aaa / NR AAA	2.80 0.76
448977AD0	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	155,000.00	03/09/2022 2.23%	154,994.03 154,997.17	97.33 5.63%	150,864.45 152.93	0.31% (4,132.72)	NR / AAA AAA	2.88 0.78
380146AC4	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	66,376.13	01/11/2022 1.27%	66,370.36 66,373.60	96.73 5.72%	64,206.89 34.85	0.13% (2,166.71)	NR / AAA AAA	2.96 0.73
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	150,000.00	07/12/2022 3.77%	149,985.67 149,991.15	97.59 5.88%	146,384.25 249.33	0.30% (3,606.90)	Aaa / NR AAA	3.22 1.15
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	615,000.00	Various 4.05%	605,356.10 609,670.22	97.24 5.43%	598,003.86 926.60	1.22% (11,666.36)	NR / AAA AAA	3.46 1.38
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	340,000.00	10/12/2022 5.15%	339,973.62 339,981.68	99.20 5.72%	337,291.22 769.16	0.69% (2,690.46)	Aaa / NR AAA	3.54 1.39
92348KAV5	Verizon Master Trust 2022-5 A1A 3.72% Due 7/20/2027	130,000.00	08/02/2022 3.75%	129,994.28 129,996.97	99.71 4.74%	129,625.34 147.77	0.26% (371.63)	NR / AAA AAA	3.64 0.71
161571HT4	Chase Issuance Trust 23-A1 A 5.16% Due 9/15/2028	530,000.00	09/07/2023 5.23%	529,853.08 529,863.40	100.42 5.05%	532,202.16 1,215.47	1.09% 2,338.76	NR / AAA AAA	4.80 2.54
<b>Total ABS</b>		<b>3,379,928.33</b>	<b>3.10%</b>	<b>3,366,026.63</b> <b>3,373,022.20</b>	<b>5.57%</b>	<b>3,319,250.85</b> <b>4,108.18</b>	<b>6.78%</b> <b>(53,771.35)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.09</b> <b>1.15</b>





CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3135G0V75	FNMA Note 1.75% Due 7/2/2024	500,000.00	12/22/2021 0.84%	511,285.00 502,619.30	97.95 5.33%	489,751.50 3,621.53	1.01% (12,867.80)	Aaa / AA+ AA+	0.59 0.57
3130A2UW4	FHLB Note 2.875% Due 9/13/2024	450,000.00	09/13/2019 1.79%	473,305.50 453,667.04	98.14 5.32%	441,610.65 2,803.13	0.91% (12,056.39)	Aaa / AA+ NR	0.79 0.76
3133ENP79	FFCB Note 4.25% Due 9/26/2024	1,200,000.00	09/26/2022 4.38%	1,197,148.80 1,198,828.27	99.13 5.34%	1,189,581.60 9,208.33	2.45% (9,246.67)	Aaa / AA+ AA+	0.82 0.79
3135G0W66	FNMA Note 1.625% Due 10/15/2024	200,000.00	10/17/2019 1.66%	199,658.00 199,940.19	96.96 5.22%	193,918.60 415.28	0.40% (6,021.59)	Aaa / AA+ AA+	0.88 0.85
3130AQF40	FHLB Note 1% Due 12/20/2024	550,000.00	12/21/2021 1.02%	549,642.50 549,874.19	95.76 5.18%	526,698.70 2,459.72	1.08% (23,175.49)	Aaa / AA+ NR	1.06 1.02
3135G0X24	FNMA Note 1.625% Due 1/7/2025	505,000.00	Various 1.21%	514,840.05 507,247.52	96.30 5.12%	486,304.40 3,282.50	1.00% (20,943.12)	Aaa / AA+ AA+	1.11 1.06
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	605,000.00	02/13/2020 1.52%	604,534.15 604,887.94	95.99 4.98%	580,765.52 2,747.71	1.19% (24,122.42)	Aaa / AA+ AA+	1.21 1.16
3135G03U5	FNMA Note 0.625% Due 4/22/2025	475,000.00	04/22/2020 0.67%	474,021.50 474,727.48	94.24 4.95%	447,621.95 321.61	0.91% (27,105.53)	Aaa / AA+ AA+	1.39 1.36
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	565,000.00	Various 0.47%	565,574.15 565,221.52	93.51 4.91%	528,312.29 1,286.94	1.08% (36,909.23)	Aaa / AA+ AA+	1.55 1.50
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	320,000.00	07/21/2020 0.48%	318,406.40 319,477.54	93.11 4.79%	297,957.12 433.33	0.61% (21,520.42)	Aaa / AA+ AA+	1.64 1.60
3135G05X7	FNMA Note 0.375% Due 8/25/2025	560,000.00	Various 0.46%	557,801.20 559,225.26	92.66 4.83%	518,904.40 560.00	1.06% (40,320.86)	Aaa / AA+ AA+	1.74 1.69
3137EAEEX3	FHLMC Note 0.375% Due 9/23/2025	555,000.00	Various 0.44%	553,354.65 554,392.34	92.36 4.82%	512,596.89 393.13	1.05% (41,795.45)	Aaa / AA+ AA+	1.82 1.77
3133ENP95	FFCB Note 4.25% Due 9/30/2025	1,000,000.00	09/23/2022 4.31%	998,270.00 998,944.01	98.78 4.95%	987,823.00 7,201.39	2.03% (11,121.01)	Aaa / AA+ AA+	1.84 1.73
3135G06G3	FNMA Note 0.5% Due 11/7/2025	565,000.00	Various 0.56%	563,434.90 564,394.72	92.16 4.79%	520,693.83 188.34	1.06% (43,700.89)	Aaa / AA+ AA+	1.94 1.88
3133EPGW9	FFCB Note 3.875% Due 4/25/2028	725,000.00	05/05/2023 3.55%	735,512.50 734,312.89	97.54 4.50%	707,148.33 2,809.38	1.45% (27,164.56)	Aaa / AA+ AA+	4.41 3.98

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3133EPQD0	FFCB Note 4.25% Due 7/17/2028	700,000.00	07/20/2023 4.18%	702,212.00 702,050.62	98.96 4.50%	692,685.70 11,073.61	1.44% (9,364.92)	Aaa / AA+ AA+	4.63 4.09
<b>Total Agency</b>		<b>9,475,000.00</b>	<b>2.14%</b>	<b>9,519,001.30</b> <b>9,489,810.83</b>	<b>4.97%</b>	<b>9,122,374.48</b> <b>48,805.93</b>	<b>18.72%</b> <b>(367,436.35)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>1.81</b> <b>1.69</b>
<b>CMO</b>									
3137BFE98	FHLMC K041 A2 3.171% Due 10/25/2024	495,811.78	12/15/2021 1.17%	521,919.37 503,626.12	97.97 5.54%	485,747.30 1,310.18	0.99% (17,878.82)	Aaa / AAA AAA	0.90 0.78
3137BPW21	FHLMC K055 A2 2.673% Due 3/25/2026	170,000.00	12/15/2021 1.25%	178,705.86 174,665.48	94.94 5.07%	161,394.94 378.68	0.33% (13,270.54)	NR / NR AAA	2.32 2.09
3137FQXJ7	FHLMC K737 A2 2.525% Due 10/25/2026	523,000.00	12/15/2021 1.41%	548,700.55 538,234.86	93.72 4.96%	490,130.01 1,100.48	1.00% (48,104.85)	NR / NR AAA	2.90 2.60
3137BTUM1	FHLMC K061 A2 3.347% Due 11/25/2026	750,000.00	09/23/2022 4.45%	721,201.17 729,465.18	95.59 5.00%	716,934.75 2,091.88	1.47% (12,530.43)	NR / NR AAA	2.99 2.62
3137BVZ82	FHLMC K063 3.43% Due 1/25/2027	680,000.00	09/23/2022 4.42%	654,181.25 661,191.53	95.81 4.90%	651,512.08 1,943.67	1.33% (9,679.45)	NR / NR AAA	3.16 2.78
3137FBU79	FHLMC K069 A2 3.187% Due 9/25/2027	750,000.00	09/23/2022 4.68%	713,701.17 722,243.24	94.31 4.86%	707,339.25 1,991.88	1.45% (14,903.99)	NR / AAA NR	3.82 3.39
3137FEBQ2	FHLMC K072 A2 3.444% Due 12/25/2027	500,000.00	03/29/2023 4.27%	481,953.13 484,481.99	94.85 4.86%	474,237.50 1,435.00	0.97% (10,244.49)	NR / NR AAA	4.07 3.63
3137F4D41	FHLMC K074 A2 3.6% Due 1/25/2028	600,000.00	04/11/2023 4.53%	587,625.00 589,261.31	95.28 4.87%	571,662.60 360.00	1.17% (17,598.71)	NR / NR AAA	4.16 3.69
3137FETN0	FHLMC K073 A2 3.35% Due 1/25/2028	1,000,000.00	Various 4.38%	959,843.75 964,037.02	94.42 4.86%	944,215.00 558.33	1.93% (19,822.02)	NR / NR AAA	4.16 3.69
3137FGR31	FHLMC K078 A2 3.854% Due 6/25/2028	400,000.00	08/17/2023 5.01%	381,750.00 382,791.97	96.00 4.84%	384,010.00 256.93	0.78% 1,218.03	NR / NR AAA	4.57 3.97
<b>Total CMO</b>		<b>5,868,811.78</b>	<b>3.82%</b>	<b>5,749,581.25</b> <b>5,749,998.70</b>	<b>4.96%</b>	<b>5,587,183.43</b> <b>11,427.03</b>	<b>11.43%</b> <b>(162,815.27)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.42</b> <b>3.03</b>

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	295,000.00	Various 0.93%	292,715.95 294,455.76	97.07 5.46%	286,349.72 696.53	0.59% (8,106.04)	A2 / A+ NR	0.62 0.61
14913Q3B3	Caterpillar Finl Service Note 2.15% Due 11/8/2024	325,000.00	02/19/2020 1.83%	329,628.00 325,921.84	97.11 5.34%	315,612.05 446.42	0.65% (10,309.79)	A2 / A A+	0.94 0.91
89236TJT3	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	310,000.00	01/10/2022 1.50%	309,584.60 309,844.98	95.95 5.22%	297,435.39 1,723.08	0.61% (12,409.59)	A1 / A+ A+	1.12 1.08
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	340,000.00	01/16/2020 2.10%	339,275.80 339,834.71	96.04 5.68%	326,537.02 2,516.94	0.67% (13,297.69)	A2 / A+ A+	1.15 1.09
69371RR73	Paccar Financial Corp Note 2.85% Due 4/7/2025	340,000.00	03/31/2022 2.86%	339,911.60 339,960.24	97.01 5.17%	329,819.38 1,453.50	0.68% (10,140.86)	A1 / A+ NR	1.35 1.30
14913R2V8	Caterpillar Financial Service Note 3.4% Due 5/13/2025	165,000.00	05/10/2022 3.44%	164,790.45 164,898.86	97.61 5.13%	161,057.82 280.50	0.33% (3,841.04)	A2 / A A+	1.45 1.39
747525AF0	Qualcomm Inc Callable Note Cont 2/20/2025 3.45% Due 5/20/2025	350,000.00	12/22/2021 1.46%	372,977.50 359,932.21	97.64 5.13%	341,743.15 368.96	0.70% (18,189.06)	A2 / A NR	1.47 1.41
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	300,000.00	05/24/2021 0.78%	300,388.80 300,064.92	97.29 6.11%	291,877.80 1,236.00	0.60% (8,187.12)	A1 / A- AA-	1.50 1.43
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	355,000.00	Various 4.44%	346,061.65 349,933.10	97.16 5.40%	344,900.96 5,647.46	0.72% (5,032.14)	A2 / A- A	1.54 1.45
46647PCK0	JP Morgan Chase & Co Callable Note Cont 6/23/2024 0.969% Due 6/23/2025	140,000.00	Various 0.95%	140,087.55 140,016.39	97.10 6.12%	135,936.64 595.40	0.28% (4,079.75)	A1 / A- AA-	1.56 1.48
89788MAA0	Truist Financial Corp Callable Note Cont 07/03/2025 1.2% Due 8/5/2025	350,000.00	02/03/2022 1.85%	342,314.00 346,304.69	92.71 5.82%	324,476.25 1,353.33	0.66% (21,828.44)	A3 / A- A	1.68 1.61
756109BE3	Realty Income Corp Callable Note Cont 9/1/2025 4.625% Due 11/1/2025	500,000.00	09/26/2022 5.09%	493,405.00 495,908.77	98.38 5.52%	491,921.00 1,927.08	1.01% (3,987.77)	A3 / A- NR	1.92 1.80
89236TKK0	Toyota Motor Credit Corp Note 5.4% Due 11/10/2025	175,000.00	11/08/2022 5.36%	175,173.25 175,112.23	100.68 5.03%	176,191.58 551.25	0.36% 1,079.35	A1 / A+ A+	1.95 1.82

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
46647PBK1	JP Morgan Chase & Co Callable Note Cont 4/22/2025 2.083% Due 4/22/2026	200,000.00	02/17/2022 3.72%	196,508.00 197,994.40	94.99 5.88%	189,976.40 451.32	0.39% (8,018.00)	A1 / A- AA-	2.39 1.34
6174468Q5	Morgan Stanley Callable Note Cont 4/28/2025 2.188% Due 4/28/2026	370,000.00	Various 5.09%	348,960.00 356,883.14	95.08 5.87%	351,797.48 742.09	0.72% (5,085.66)	A1 / A- A+	2.41 1.35
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	440,000.00	05/10/2021 1.09%	438,099.20 439,070.42	91.25 4.83%	401,496.04 232.22	0.82% (37,574.38)	A1 / AA AA-	2.45 2.37
808513BR5	Charles Schwab Corp Callable Note Cont 4/13/2026 1.15% Due 5/13/2026	200,000.00	12/15/2021 1.49%	197,152.00 198,416.60	90.20 5.47%	180,400.00 115.00	0.37% (18,016.60)	A2 / A- A	2.45 2.36
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	355,000.00	Various 1.09%	355,928.75 355,467.21	91.65 4.79%	325,340.11 181.45	0.66% (30,127.10)	A2 / A+ A	2.46 2.37
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	300,000.00	06/15/2021 1.13%	299,868.00 299,932.77	90.86 4.99%	272,579.40 1,528.13	0.56% (27,353.37)	A1 / A+ A+	2.55 2.44
06051GJD2	Bank of America Corp Callable Note Cont 6/19/2025 1.319% Due 6/19/2026	350,000.00	Various 1.85%	349,042.00 349,318.78	93.10 6.04%	325,864.70 2,077.43	0.67% (23,454.08)	A1 / A- AA-	2.55 1.49
594918BR4	Microsoft Callable Note Cont 5/8/2026 2.4% Due 8/8/2026	350,000.00	12/21/2021 1.36%	365,442.00 358,596.08	94.56 4.57%	330,958.95 2,636.67	0.68% (27,637.13)	Aaa / AAA NR	2.69 2.54
89114TZG0	Toronto-Dominion Bank Note 1.25% Due 9/10/2026	200,000.00	12/15/2021 1.67%	196,202.00 197,771.31	89.85 5.22%	179,706.80 562.50	0.37% (18,064.51)	A1 / A AA-	2.78 2.66
037833DN7	Apple Inc Callable Note Cont 7/11/2026 2.05% Due 9/11/2026	270,000.00	Various 1.50%	276,565.80 273,737.75	93.17 4.70%	251,572.23 1,230.00	0.52% (22,165.52)	Aaa / AA+ NR	2.78 2.64
06368FAC3	Bank of Montreal Note 1.25% Due 9/15/2026	280,000.00	09/13/2021 1.28%	279,661.20 279,810.93	89.41 5.39%	250,342.40 738.89	0.51% (29,468.53)	A2 / A- AA-	2.79 2.67
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	70,000.00	09/08/2021 1.09%	69,867.70 69,926.03	90.88 4.56%	63,615.23 151.08	0.13% (6,310.80)	Aa2 / AA AA	2.80 2.69
78016EZZ3	Royal Bank of Canada Note 1.4% Due 11/2/2026	200,000.00	12/15/2021 1.74%	196,850.00 198,112.83	89.81 5.20%	179,621.80 225.56	0.37% (18,491.03)	A1 / A AA-	2.93 2.79

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	205,000.00	01/19/2022 1.99%	204,651.50 204,781.16	91.95 4.75%	188,487.87 1,510.17	0.39% (16,293.29)	A2 / A A	3.13 2.95
808513BY0	Charles Schwab Corp Callable Note Cont 2/3/2027 2.45% Due 3/3/2027	140,000.00	03/01/2022 2.47%	139,848.80 139,901.63	90.92 5.53%	127,292.20 838.44	0.26% (12,609.43)	A2 / A- A	3.26 3.04
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	410,000.00	03/07/2022 2.30%	409,922.10 409,948.81	93.09 4.58%	381,685.40 1,990.78	0.78% (28,263.41)	Aa2 / AA A+	3.29 3.10
46647PCB0	JP Morgan Chase & Co Callable Note Cont 4/22/2026 1.578% Due 4/22/2027	300,000.00	09/23/2022 5.75%	261,462.00 271,396.86	91.05 5.63%	273,145.80 512.85	0.56% 1,748.94	A1 / A- AA-	3.39 2.29
06051GHT9	Bank of America Corp Callable Note 1X 4/23/2026 3.559% Due 4/23/2027	620,000.00	Various 5.41%	589,716.56 597,737.80	95.14 5.76%	589,860.56 2,329.17	1.21% (7,877.24)	A1 / A- AA-	3.40 2.24
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	330,000.00	Various 3.89%	331,518.15 331,084.00	97.11 4.92%	320,476.54 770.00	0.66% (10,607.46)	A2 / A+ A+	3.44 3.16
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	155,000.00	05/17/2022 3.69%	155,073.50 155,050.89	96.39 4.85%	149,399.23 254.90	0.31% (5,651.66)	A2 / A+ A	3.46 3.19
89115A2C5	Toronto-Dominion Bank Note 4.108% Due 6/8/2027	550,000.00	Various 4.60%	538,655.75 541,513.19	96.17 5.31%	528,961.40 10,857.68	1.10% (12,551.79)	A1 / A NR	3.52 3.16
61747YEC5	Morgan Stanley Callable Note Cont 7/20/2026 1.512% Due 7/20/2027	600,000.00	09/23/2022 5.73%	517,038.00 537,341.73	89.78 5.74%	538,707.60 3,301.20	1.11% 1,365.87	A1 / A- A+	3.64 2.51
78016FZS6	Royal Bank of Canada Note 4.24% Due 8/3/2027	225,000.00	09/23/2022 5.11%	216,670.50 218,692.91	96.91 5.17%	218,045.03 3,127.00	0.45% (647.88)	A1 / A AA-	3.68 3.30
14913R3A3	Caterpillar Financial Service Note 3.6% Due 8/12/2027	225,000.00	09/23/2022 4.76%	213,781.50 216,491.59	96.11 4.76%	216,253.58 2,452.50	0.45% (238.01)	A2 / A A+	3.70 3.37
24422EWK1	John Deere Capital Corp Note 4.15% Due 9/15/2027	500,000.00	09/23/2022 4.68%	488,405.00 491,153.54	97.77 4.80%	488,839.00 4,380.56	1.01% (2,314.54)	A2 / A A+	3.79 3.43
74340XBV2	Prologis LP Callable Note Cont 09/15/2027 3.375% Due 12/15/2027	400,000.00	01/10/2023 4.55%	379,460.00 383,149.89	93.35 5.22%	373,380.80 6,225.00	0.77% (9,769.09)	A3 / A NR	4.04 3.65

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
91324PEP3	United Health Group Inc Callable Note Cont 1/15/2028 5.25% Due 2/15/2028	250,000.00	02/27/2023 4.89%	253,862.50 253,266.10	101.95 4.72%	254,883.00 3,864.58	0.53% 1,616.90	A2 / A+ A	4.21 3.63
57636QAW4	MasterCard Inc Callable Note Cont 2/9/28 4.875% Due 3/9/2028	305,000.00	03/06/2023 4.90%	304,704.15 304,747.39	101.23 4.55%	308,757.60 3,386.77	0.64% 4,010.21	Aa3 / A+ NR	4.28 3.72
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	240,000.00	07/25/2023 5.06%	238,084.80 238,221.06	99.02 5.12%	237,650.64 4,972.50	0.50% (570.42)	A3 / A NR	4.55 3.94
78016HZS2	ROYAL BANK OF CANADA Note 5.2% Due 8/1/2028	500,000.00	09/12/2023 5.50%	493,525.00 493,808.26	99.65 5.28%	498,238.00 9,461.11	1.04% 4,429.74	A1 / A AA-	4.67 4.02
<b>Total Corporate</b>		<b>13,485,000.00</b>	<b>3.28%</b>	<b>13,252,840.61</b> <b>13,305,513.76</b>	<b>5.26%</b>	<b>12,821,194.55</b> <b>89,904.00</b>	<b>26.35%</b> <b>(484,319.21)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.76</b> <b>2.39</b>
<b>MONEY MARKET FUND</b>									
26200X845	Dreyfus Funds Inst'l Reserve Treasury #6541	658,748.73	Various 0.01%	658,748.73 658,748.73	1.00 0.01%	658,748.73 0.00	1.34% 0.00	Aaa / AA+ AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>658,748.73</b>	<b>0.01%</b>	<b>658,748.73</b> <b>658,748.73</b>	<b>0.01%</b>	<b>658,748.73</b> <b>0.00</b>	<b>1.34%</b> <b>0.00</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>MUNICIPAL BONDS</b>									
13063DRK6	California State Taxable GO 2.4% Due 10/1/2024	320,000.00	10/16/2019 1.91%	327,350.40 321,242.72	97.54 5.45%	312,112.00 1,280.00	0.64% (9,130.72)	Aa2 / AA- AA	0.84 0.81
649791RC6	New York St STE-GO 1.25% Due 3/15/2027	325,000.00	06/17/2022 3.89%	288,284.75 299,488.54	89.10 4.87%	289,586.70 857.64	0.59% (9,901.84)	Aa1 / AA+ AA+	3.29 3.15
<b>Total Municipal Bonds</b>		<b>645,000.00</b>	<b>2.86%</b>	<b>615,635.15</b> <b>620,731.26</b>	<b>5.17%</b>	<b>601,698.70</b> <b>2,137.64</b>	<b>1.23%</b> <b>(19,032.56)</b>	<b>Aa2 / AA</b> <b>AA</b>	<b>2.02</b> <b>1.93</b>
<b>SUPRANATIONAL</b>									
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	910,000.00	Various 1.00%	892,819.20 901,546.08	92.21 4.82%	839,104.63 417.09	1.71% (62,441.45)	Aaa / AAA AAA	1.91 1.86

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	575,000.00	04/13/2021 0.97%	572,366.50 573,743.82	91.55 4.65%	526,438.38 573.00	1.08% (47,305.44)	Aaa / AAA AAA	2.39 2.31
<b>Total Supranational</b>		<b>1,485,000.00</b>	<b>0.99%</b>	<b>1,465,185.70</b> <b>1,475,289.90</b>	<b>4.75%</b>	<b>1,365,543.01</b> <b>990.09</b>	<b>2.79%</b> <b>(109,746.89)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.10</b> <b>2.03</b>
<b>US TREASURY</b>									
91282CCC3	US Treasury Note 0.25% Due 5/15/2024	700,000.00	12/21/2021 0.80%	690,839.84 698,262.19	97.72 5.34%	684,031.60 76.92	1.40% (14,230.59)	Aaa / AA+ AA+	0.46 0.45
912828D56	US Treasury Note 2.375% Due 8/15/2024	500,000.00	08/29/2019 1.45%	522,167.97 503,156.37	97.97 5.33%	489,844.00 3,485.05	1.01% (13,312.37)	Aaa / AA+ AA+	0.71 0.69
9128283D0	US Treasury Note 2.25% Due 10/31/2024	500,000.00	11/07/2019 1.77%	511,308.59 502,082.67	97.35 5.24%	486,758.00 958.10	1.00% (15,324.67)	Aaa / AA+ AA+	0.92 0.89
91282CDN8	US Treasury Note 1% Due 12/15/2024	550,000.00	12/15/2021 0.99%	550,171.88 550,059.65	95.80 5.20%	526,904.40 2,539.62	1.08% (23,155.25)	Aaa / AA+ AA+	1.04 1.01
912828ZC7	US Treasury Note 1.125% Due 2/28/2025	450,000.00	03/18/2020 0.81%	456,943.36 451,748.33	95.28 5.07%	428,765.85 1,279.53	0.88% (22,982.48)	Aaa / AA+ AA+	1.25 1.21
91282CED9	US Treasury Note 1.75% Due 3/15/2025	235,000.00	04/08/2022 2.71%	228,702.73 232,228.73	95.95 5.03%	225,480.62 869.95	0.46% (6,748.11)	Aaa / AA+ AA+	1.29 1.25
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	565,000.00	01/25/2021 0.32%	569,259.57 566,357.48	94.22 5.04%	532,336.22 478.55	1.09% (34,021.26)	Aaa / AA+ AA+	1.33 1.30
91282CFE6	US Treasury Note 3.125% Due 8/15/2025	1,200,000.00	09/23/2022 4.21%	1,164,984.38 1,179,302.91	97.23 4.83%	1,166,766.00 11,005.43	2.40% (12,536.91)	Aaa / AA+ AA+	1.71 1.62
91282CFK2	US Treasury Note 3.5% Due 9/15/2025	1,200,000.00	09/26/2022 4.28%	1,174,312.50 1,184,502.19	97.79 4.80%	1,173,516.00 8,884.62	2.41% (10,986.19)	Aaa / AA+ AA+	1.79 1.70
91282CAM3	US Treasury Note 0.25% Due 9/30/2025	575,000.00	02/19/2021 0.51%	568,149.41 572,273.62	92.17 4.76%	529,966.00 243.51	1.08% (42,307.62)	Aaa / AA+ AA+	1.84 1.79
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	575,000.00	01/11/2021 0.48%	568,800.78 572,524.56	91.87 4.73%	528,258.82 122.42	1.08% (44,265.74)	Aaa / AA+ AA+	1.92 1.87
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	565,000.00	03/26/2021 0.77%	554,869.73 560,667.78	91.83 4.70%	518,850.80 5.79	1.06% (41,816.98)	Aaa / AA+ AA+	2.00 1.95



## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CCJ8	US Treasury Note 0.875% Due 6/30/2026	350,000.00	12/22/2021 1.22%	344,708.98 346,979.31	91.30 4.48%	319,539.15 1,281.59	0.65% (27,440.16)	Aaa / AA+ AA+	2.58 2.49
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	140,000.00	08/04/2021 0.68%	139,622.66 139,798.38	90.34 4.51%	126,475.72 292.46	0.26% (13,322.66)	Aaa / AA+ AA+	2.67 2.59
91282CCW9	US Treasury Note 0.75% Due 8/31/2026	150,000.00	09/17/2021 0.86%	149,185.55 149,547.23	90.41 4.49%	135,621.15 284.34	0.28% (13,926.08)	Aaa / AA+ AA+	2.75 2.66
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	850,000.00	Various 1.08%	841,591.80 845,199.49	90.61 4.44%	770,146.75 1,259.91	1.57% (75,052.74)	Aaa / AA+ AA+	2.84 2.74
91282CEW7	US Treasury Note 3.25% Due 6/30/2027	600,000.00	Various 3.13%	603,357.42 602,427.94	96.21 4.40%	577,288.80 8,160.32	1.19% (25,139.14)	Aaa / AA+ AA+	3.58 3.29
91282CFB2	US Treasury Note 2.75% Due 7/31/2027	1,090,000.00	Various 3.99%	1,030,896.10 1,045,293.33	94.45 4.40%	1,029,496.28 10,018.82	2.12% (15,797.05)	Aaa / AA+ AA+	3.67 3.40
91282CFH9	US Treasury Note 3.125% Due 8/31/2027	1,240,000.00	Various 3.76%	1,204,744.92 1,213,215.83	95.63 4.40%	1,185,750.00 9,793.96	2.44% (27,465.83)	Aaa / AA+ AA+	3.75 3.46
91282CGH8	US Treasury Note 3.5% Due 1/31/2028	1,150,000.00	02/07/2023 3.81%	1,133,873.05 1,136,498.78	96.74 4.36%	1,112,490.45 13,453.13	2.30% (24,008.33)	Aaa / AA+ AA+	4.17 3.78
91282CGP0	US Treasury Note 4% Due 2/29/2028	650,000.00	03/14/2023 3.80%	655,738.28 654,917.17	98.63 4.36%	641,062.50 6,571.43	1.32% (13,854.67)	Aaa / AA+ AA+	4.25 3.83
91282CHE4	US Treasury Note 3.625% Due 5/31/2028	750,000.00	06/14/2023 4.00%	737,607.42 738,732.15	97.16 4.33%	728,701.50 74.28	1.49% (10,030.65)	Aaa / AA+ AA+	4.50 4.10
91282CHX2	US Treasury Note 4.375% Due 8/31/2028	1,350,000.00	Various 4.46%	1,345,000.00 1,345,199.55	100.26 4.31%	1,353,480.30 14,927.88	2.79% 8,280.75	Aaa / AA+ AA+	4.76 4.20
<b>Total US Treasury</b>		<b>15,935,000.00</b>	<b>2.71%</b>	<b>15,746,836.92</b> <b>15,790,975.64</b>	<b>4.66%</b>	<b>15,271,530.91</b> <b>96,067.61</b>	<b>31.36%</b> <b>(519,444.73)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>2.72</b> <b>2.51</b>
<b>TOTAL PORTFOLIO</b>		<b>50,932,488.84</b>	<b>2.82%</b>	<b>50,373,856.29</b> <b>50,464,091.02</b>	<b>4.92%</b>	<b>48,747,524.66</b> <b>253,440.48</b>	<b>100.00%</b> <b>(1,716,566.36)</b>	<b>Aa2 / AA</b> <b>AA+</b>	<b>2.60</b> <b>2.24</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>49,000,965.14</b>			



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

## MONTHLY ACCOUNT STATEMENT

NOVEMBER 1, 2023 THROUGH NOVEMBER 30, 2023

### 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](http://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	2.07%
Average Purchase YTM	2.25%
Average Market YTM	4.80%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.80 yrs
Average Life	3.65 yrs

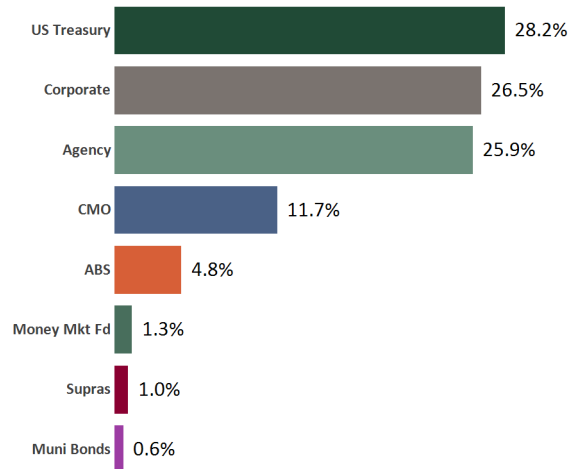
## ACCOUNT SUMMARY

	Beg. Values as of 10/31/23	End Values as of 11/30/23
Market Value	27,471,494	28,108,350
Accrued Interest	138,933	132,676
Total Market Value	<b>27,610,427</b>	<b>28,241,026</b>
Income Earned	57,031	56,268
Cont/WD		0
Par	30,419,202	30,478,218
Book Value	30,160,930	30,223,455
Cost Value	30,111,437	30,170,471

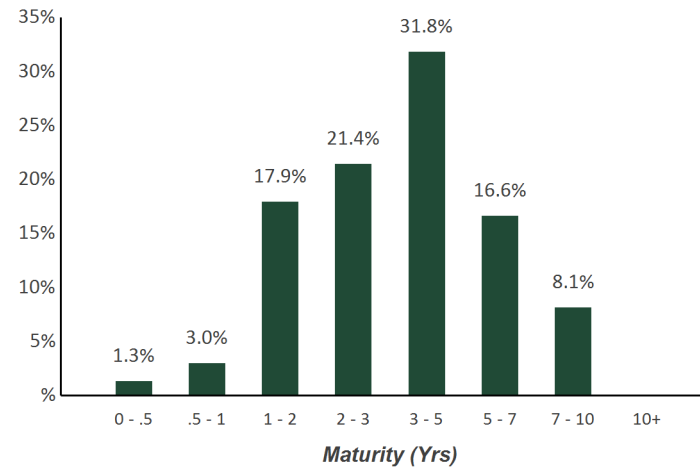
## TOP ISSUERS

Government of United States	28.2%
Federal Home Loan Mortgage Corp	15.5%
Federal National Mortgage Assoc	11.2%
Federal Home Loan Bank	10.5%
JP Morgan Chase & Co	2.0%
Bank of America Corp	1.8%
Morgan Stanley	1.8%
Royal Bank of Canada	1.7%
<b>Total</b>	<b>72.7%</b>

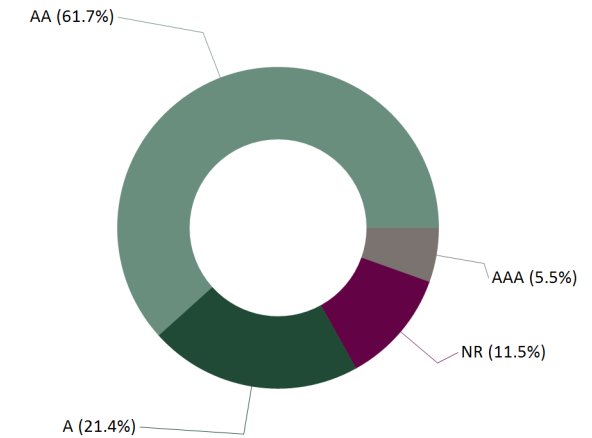
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;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	2.28%	1.00%	2.59%	2.58%	-2.57%	-2.08%	1.26%	1.36%	2.89%
ICE BofA 1-10 Yr US Treasury & Agency Index	2.16%	0.87%	2.15%	1.95%	-2.98%	-2.43%	0.90%	0.99%	2.52%
ICE BofA 1-10 Yr AAA-A US Corp & Govt Index	2.39%	0.98%	2.53%	2.38%	-2.88%	-2.33%	1.16%	1.24%	2.69%

# Statement of Compliance

As of November 30, 2023



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

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

Category	Standard	Comment
U.S. Treasuries	No limitation	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max agency callable securities; Federal Agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises.	Complies
Supranational Obligations	"AA" rating category or better by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by IBRD, IFC, IADB	Complies
Municipal Securities (CA, Local Agency)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	
Municipal Securities (CA, Other States)	"A" rating category or its equivalent or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity.	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; Issuer is a corporation organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.; 5 year max maturity.	Complies
Asset-Backed & Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligation	"AA" rating category or better by a NRSRO; 20% max (combined ABS/MBS/CMO); 5% max per Asset-Backed or Commercial Mortgage security issuer; From issuers not defined in U.S. Treasury and Federal Agencies sections of the Permitted Investments section of the policy; 5 years max maturity	Complies
Negotiable Certificates of Deposits (NCD)	The amount of NCD insured up to the FDIC limit does not require any credit ratings; Any amount above FDIC insured limit must be issued by institutions with "A-1" short-term debt rating or better by a NRSRO; or "A" long-term rating category or better by a NRSRO; 30% max (combined with CDARS); 5% max per issuer; Issued by a nationally or state-chartered bank, or a federal or state association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank.	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combination of Certificates of Deposit, including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5 years max maturity.	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer; 5 year max maturity.	Complies
Banker's Acceptances	"A-1" short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% max; 5% max per issuer; 180 days max maturity	Complies

Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% maximum of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. Securities issued by corporations: (i) organized and operating within the U.S. with assets > \$500 million; (ii) "A-1" rated or better by a NRSRO; (iii) "A" rating or better by a NRSRO, if issuer has debt obligations. b. Securities issued by other entities: (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO.	<i>Complies</i>
Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds.	<i>Complies</i>
Mutual Funds	Invest in securities as authorized under CGC, Section 53601 (a) to (k) and (m) to (q) inclusive and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC, Section 53601 and with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per Mutual Fund	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF.	<i>Complies</i>
Local Government Investment Pool (LGIP)	No issuer limitation.	<i>Complies</i>
Repurchase Agreements	1 year max maturity; Not used by Investment Adviser	<i>Complies</i>
Prohibited	Common or preferred stocks, convertible or junk bonds, commodities, options, limited partnerships, GICs, Reverse repurchase agreements, uninsured deposits, Inverse floaters; ranges notes, mortgage derived, interest only strips, Zero interest accrual securities if held to maturity; Investments denominated in Non-USD; Collateralized Mortgage Obligations (CMOs) with collateral not specifically GNMA, FHLMC, or FNMA; Purchasing or selling securities on margin; Securities lending or any other form of borrowing or leverage	<i>Complies</i>
Max Per Issuer	5% per issuer or institution unless explicitly stated in the policy, excluding U.S. government, agency, investment pool, and money market funds	<i>Complies</i>
Maximum Maturity	10 years; The Board of Directors grants authority for the purchase of securities with maturities in excess of 5 years. Such purchases shall be of U.S. Treasury and Federal Agency securities (including Mortgage-Backed Securities)	<i>Complies</i>

## Reconciliation Summary

As of November 30, 2023



BOOK VALUE RECONCILIATION		
<b>BEGINNING BOOK VALUE</b>		<b>\$30,160,930.12</b>
<b><u>Acquisition</u></b>		
+ Security Purchases	\$0.00	
+ Money Market Fund Purchases	\$175,013.70	
+ Money Market Contributions	\$0.00	
+ Security Contributions	\$0.00	
+ Security Transfers	\$0.00	
<b>Total Acquisitions</b>		<b>\$175,013.70</b>
<b><u>Dispositions</u></b>		
- Security Sales	\$0.00	
- Money Market Fund Sales	\$0.00	
- MMF Withdrawals	\$0.00	
- Security Withdrawals	\$0.00	
- Security Transfers	\$0.00	
- Other Dispositions	\$0.00	
- Maturities	\$0.00	
- Calls	\$0.00	
- Principal Paydowns	\$115,996.78	
<b>Total Dispositions</b>		<b>\$115,996.78</b>
<b><u>Amortization/Accretion</u></b>		
+/- Net Accretion	\$3,508.38	
		<b>\$3,508.38</b>
<b><u>Gain/Loss on Dispositions</u></b>		
+/- Realized Gain/Loss	\$0.00	
		<b>\$0.00</b>
<b>ENDING BOOK VALUE</b>		<b>\$30,223,455.42</b>

CASH TRANSACTION SUMMARY		
<b>BEGINNING BALANCE</b>		<b>\$180,614.32</b>
<b><u>Acquisition</u></b>		
Contributions	\$0.00	
Security Sale Proceeds	\$0.00	
Accrued Interest Received	\$0.00	
Interest Received	\$58,596.19	
Dividend Received	\$420.73	
Principal on Maturities	\$0.00	
Interest on Maturities	\$0.00	
Calls/Redemption (Principal)	\$0.00	
Interest from Calls/Redemption	\$0.00	
Principal Paydown	\$115,996.78	
<b>Total Acquisitions</b>	<b>\$175,013.70</b>	
<b><u>Dispositions</u></b>		
Withdrawals	\$0.00	
Security Purchase	\$0.00	
Accrued Interest Paid	\$0.00	
<b>Total Dispositions</b>	<b>\$0.00</b>	
<b>ENDING BOOK VALUE</b>		<b>\$355,628.02</b>

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	8,017.14	09/22/2020 0.38%	8,015.97 8,017.14	99.57 5.64%	7,982.80 1.07	0.03% (34.34)	NR / AAA AAA	0.88 0.08
36262XAC8	GM Financial Auto Lease Trust 2021-3 A2 0.39% Due 10/21/2024	21,180.86	08/10/2021 0.39%	21,180.57 21,180.84	99.71 5.71%	21,119.27 2.52	0.07% (61.57)	NR / AAA AAA	0.89 0.05
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	1,754.03	09/08/2021 0.34%	1,753.85 1,754.02	99.96 0.92%	1,753.32 0.10	0.01% (0.70)	Aaa / NR AAA	1.07 0.07
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	33,687.91	01/11/2022 1.11%	33,682.87 33,687.18	99.24 5.82%	33,431.41 6.18	0.12% (255.77)	NR / AAA AAA	1.32 0.16
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	15,132.80	02/17/2021 0.27%	15,132.53 15,132.77	98.64 5.70%	14,927.14 1.13	0.05% (205.63)	Aaa / NR AAA	1.39 0.25
44891RAC4	Hyundai Auto Receivables Trust 2020-C A3 0.38% Due 5/15/2025	21,793.99	10/20/2020 0.39%	21,788.97 21,793.67	99.15 5.81%	21,607.67 3.68	0.08% (186.00)	NR / AAA AAA	1.46 0.16
89240BAC2	Toyota Auto Receivables Owners 2021- A A3 0.26% Due 5/15/2025	55,658.11	02/02/2021 0.27%	55,647.78 55,657.15	98.73 5.63%	54,949.19 6.43	0.19% (707.96)	Aaa / NR AAA	1.46 0.24
36266FAC3	GM Financial Auto Lease Trust 2022-2 A3 3.42% Due 6/20/2025	117,817.38	05/03/2022 3.45%	117,805.09 117,813.82	99.26 5.89%	116,943.53 123.12	0.41% (870.29)	NR / AAA AAA	1.56 0.30
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	25,976.92	03/02/2021 0.37%	25,971.92 25,975.71	97.95 5.76%	25,445.56 4.16	0.09% (530.15)	Aaa / NR AAA	1.79 0.38
44933LAC7	Hyundai Auto Receivables Trust 2021-A A3 0.38% Due 9/15/2025	41,914.16	04/20/2021 0.38%	41,909.75 41,913.50	98.41 5.51%	41,249.11 7.08	0.15% (664.39)	NR / AAA AAA	1.79 0.31
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	74,789.60	11/16/2021 0.89%	74,773.84 74,783.64	96.79 5.82%	72,386.68 18.28	0.26% (2,396.96)	Aaa / NR AAA	2.15 0.65
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	80,621.46	07/13/2021 0.52%	80,614.27 80,618.92	96.69 6.22%	77,956.52 18.63	0.28% (2,662.40)	Aaa / NR AAA	2.29 0.58
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	68,229.10	11/09/2021 0.71%	68,227.64 68,228.56	96.73 5.85%	66,001.35 21.53	0.23% (2,227.21)	NR / AAA AAA	2.38 0.63



## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
44935FAD6	Hyundai Auto Receivables Trust 2021-C A3 0.74% Due 5/15/2026	52,037.77	11/09/2021 0.75%	52,026.16 52,033.64	96.99 5.85%	50,470.71 17.11	0.18% (1,562.93)	NR / AAA AAA	2.46 0.59
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	100,000.00	05/10/2022 3.23%	99,994.80 99,997.38	98.00 5.86%	98,002.80 53.50	0.35% (1,994.58)	Aaa / AAA NR	2.74 0.76
362554AC1	GM Financial Securitized Term 2021-4 A3 0.68% Due 9/16/2026	57,426.40	10/13/2021 0.68%	57,424.93 57,425.84	96.27 6.09%	55,284.62 16.27	0.20% (2,141.22)	Aaa / AAA NR	2.80 0.69
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	84,927.84	03/10/2022 2.34%	84,909.06 84,918.24	97.38 5.76%	82,698.91 87.57	0.29% (2,219.33)	Aaa / NR AAA	2.80 0.76
448977AD0	Hyundai Auto Receivables Trust 2022-A A3 2.22% Due 10/15/2026	130,000.00	03/09/2022 2.23%	129,995.00 129,997.63	97.33 5.63%	126,531.47 128.27	0.45% (3,466.16)	NR / AAA AAA	2.88 0.78
380146AC4	GM Financial Auto Receivables 2022-1 A3 1.26% Due 11/16/2026	57,525.97	01/11/2022 1.27%	57,520.97 57,523.78	96.73 5.72%	55,645.96 30.20	0.20% (1,877.82)	NR / AAA AAA	2.96 0.73
362585AC5	GM Financial Securitized ART 2022-2 A3 3.1% Due 2/16/2027	90,000.00	04/05/2022 3.13%	89,981.19 89,990.16	97.73 5.52%	87,957.45 116.25	0.31% (2,032.71)	Aaa / AAA NR	3.22 0.95
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	260,000.00	05/17/2022 3.42%	259,942.49 259,971.91	97.24 5.43%	252,814.64 391.73	0.90% (7,157.27)	NR / AAA AAA	3.46 1.38
<b>Total ABS</b>		<b>1,398,491.44</b>	<b>2.00%</b>	<b>1,398,299.65</b> <b>1,398,415.50</b>	<b>5.72%</b>	<b>1,365,160.11</b> <b>1,054.81</b>	<b>4.84%</b> <b>(33,255.39)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.54</b> <b>0.73</b>

<b>AGENCY</b>									
880591ER9	Tennessee Valley Authority Note 2.875% Due 9/15/2024	100,000.00	02/27/2019 2.65%	101,155.00 100,164.76	98.12 5.32%	98,122.90 606.94	0.35% (2,041.86)	Aaa / AA+ AA+	0.79 0.76
3135G0W66	FNMA Note 1.625% Due 10/15/2024	275,000.00	10/17/2019 1.66%	274,529.75 274,917.76	96.96 5.22%	266,638.08 571.01	0.95% (8,279.68)	Aaa / AA+ AA+	0.88 0.85
3135G0X24	FNMA Note 1.625% Due 1/7/2025	215,000.00	01/08/2020 1.69%	214,314.15 214,848.47	96.30 5.12%	207,040.49 1,397.50	0.74% (7,807.98)	Aaa / AA+ AA+	1.11 1.06
3137EAEPO	FHLMC Note 1.5% Due 2/12/2025	425,000.00	02/13/2020 1.52%	424,672.75 424,921.28	95.99 4.98%	407,975.78 1,930.21	1.45% (16,945.50)	Aaa / AA+ AA+	1.21 1.16
3135G04Z3	FNMA Note 0.5% Due 6/17/2025	475,000.00	06/17/2020 0.54%	474,016.75 474,695.97	93.51 4.91%	444,156.35 1,081.94	1.58% (30,539.62)	Aaa / AA+ AA+	1.55 1.50

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	340,000.00	07/21/2020 0.48%	338,306.80 339,444.88	93.11 4.79%	316,579.44 460.42	1.12% (22,865.44)	Aaa / AA+ AA+	1.64 1.60
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	370,000.00	09/23/2020 0.44%	368,886.30 369,595.80	92.36 4.82%	341,731.26 262.08	1.21% (27,864.54)	Aaa / AA+ AA+	1.82 1.77
3135G06G3	FNMA Note 0.5% Due 11/7/2025	530,000.00	11/09/2020 0.57%	528,102.60 529,263.34	92.16 4.79%	488,438.46 176.67	1.73% (40,824.88)	Aaa / AA+ AA+	1.94 1.88
3135G0K36	FNMA Note 2.125% Due 4/24/2026	565,000.00	Various 2.18%	562,430.10 564,343.18	94.46 4.59%	533,671.32 1,233.98	1.89% (30,671.86)	Aaa / AA+ AA+	2.40 2.29
3130AGFP5	FHLB Note 2.5% Due 6/12/2026	500,000.00	06/17/2019 2.19%	510,085.00 503,652.90	94.91 4.65%	474,545.00 5,868.06	1.70% (29,107.90)	Aaa / AA+ NR	2.53 2.38
3130A2VE3	FHLB Note 3% Due 9/11/2026	575,000.00	Various 2.81%	583,719.50 577,596.87	96.04 4.53%	552,239.20 3,833.33	1.97% (25,357.67)	Aaa / AA+ NR	2.78 2.61
3135G0Q22	FNMA Note 1.875% Due 9/24/2026	230,000.00	Various 2.78%	212,604.00 224,914.91	93.03 4.54%	213,960.95 802.61	0.76% (10,953.96)	Aaa / AA+ AA+	2.82 2.68
3130ACKB9	FHLB Note 2.625% Due 9/10/2027	600,000.00	Various 2.75%	593,685.00 597,514.18	93.66 4.47%	561,985.80 3,543.76	2.00% (35,528.38)	Aaa / AA+ NR	3.78 3.51
3135G05Y5	FNMA Note 0.75% Due 10/8/2027	600,000.00	Various 0.79%	598,402.20 599,096.43	86.98 4.46%	521,907.00 662.51	1.85% (77,189.43)	Aaa / AA+ AA+	3.86 3.72
3130AEB25	FHLB Note 3.25% Due 6/9/2028	500,000.00	01/29/2019 3.13%	504,785.00 502,312.70	95.23 4.43%	476,139.00 7,763.89	1.71% (26,173.70)	Aaa / AA+ NR	4.53 4.08
3130AG3X1	FHLB Note 2.875% Due 3/9/2029	380,000.00	Various 2.67%	386,815.50 383,675.72	92.50 4.49%	351,484.04 2,488.47	1.25% (32,191.68)	Aaa / AA+ NR	5.28 4.77
3130AGDY8	FHLB Note 2.75% Due 6/8/2029	510,000.00	Various 2.45%	523,261.05 517,384.10	91.50 4.51%	466,646.94 6,739.79	1.68% (50,737.16)	Aaa / AA+ NR	5.53 4.96
3130AGUW3	FHLB Note 2.125% Due 9/14/2029	70,000.00	03/05/2020 1.21%	75,742.80 73,489.59	88.34 4.43%	61,834.99 318.16	0.22% (11,654.60)	Aaa / AA+ NR	5.79 5.31
3135G05Q2	FNMA Note 0.875% Due 8/5/2030	610,000.00	Various 0.99%	603,622.55 605,669.23	78.81 4.59%	480,726.36 1,719.86	1.71% (124,942.87)	Aaa / AA+ AA+	6.68 6.31
<b>Total Agency</b>		<b>7,870,000.00</b>	<b>1.76%</b>	<b>7,879,136.80</b> <b>7,877,502.07</b>	<b>4.67%</b>	<b>7,265,823.36</b> <b>41,461.19</b>	<b>25.87%</b> <b>(611,678.71)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>3.13</b> <b>2.93</b>

## Holdings Report

As of November 30, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CMO</b>									
3137FBBX3	FHLMC K068 A2 3.244% Due 8/25/2027	270,000.00	02/02/2022 1.80%	289,174.22 282,830.72	94.53 4.87%	255,232.89 729.90	0.91% (27,597.83)	Aaa / NR NR	3.74 3.37
3137H1Z33	FHLMC K744 A2 1.712% Due 7/25/2028	225,099.03	02/08/2022 2.37%	220,182.85 221,570.01	87.59 4.88%	197,157.71 321.14	0.70% (24,412.30)	NR / NR AAA	4.65 4.11
3137H5DX2	FHLMC K747 A2 2.05% Due 11/25/2028	350,000.00	01/19/2022 1.96%	351,635.55 351,190.39	87.75 4.89%	307,109.60 597.92	1.09% (44,080.79)	NR / NR AAA	4.99 4.53
3137FKZZ2	FHLMC K088 A2 3.69% Due 1/25/2029	275,000.00	07/08/2022 3.57%	276,579.10 276,241.10	94.79 4.85%	260,673.88 845.63	0.93% (15,567.22)	Aaa / NR NR	5.16 4.50
3137FLN91	FHLMC K091 A2 3.505% Due 3/25/2029	150,000.00	11/23/2022 5.00%	143,015.63 144,126.23	93.82 4.85%	140,726.40 87.63	0.50% (3,399.83)	NR / AAA NR	5.32 4.63
3137FNB82	FHLMC K096 A2 2.519% Due 7/25/2029	95,000.00	03/23/2023 4.22%	86,320.12 87,251.58	88.58 4.89%	84,146.25 199.42	0.30% (3,105.33)	NR / AAA NR	5.65 5.04
3137H9D71	FHLMC K750 A2 3% Due 9/25/2029	400,000.00	10/26/2022 4.84%	359,138.80 365,516.26	90.88 4.93%	363,506.80 1,000.00	1.29% (2,009.46)	NR / NR AAA	5.82 4.86
3137FQ3Z4	FHLMC K101 A2 2.524% Due 10/25/2029	300,000.00	06/02/2022 3.34%	284,167.97 287,378.21	88.03 4.91%	264,078.90 631.00	0.94% (23,299.31)	Aaa / NR NR	5.91 5.26
3137HAGZ3	FHLMC K752 A2 4.284% Due 7/25/2030	400,000.00	08/16/2023 5.03%	383,940.40 384,569.57	96.19 4.98%	384,748.00 1,428.00	1.37% 178.43	NR / NR AAA	6.65 5.49
3137H6LN3	FHLMC K139 A2 2.59% Due 1/25/2032	270,000.00	03/01/2022 2.34%	275,647.32 274,650.46	84.22 4.99%	227,405.34 582.75	0.81% (47,245.12)	Aaa / NR NR	8.16 7.03
3137H8U90	FHLMC K148 A2 3.5% Due 7/25/2032	200,000.00	04/26/2023 4.12%	190,804.69 191,388.09	89.68 5.00%	179,362.00 583.33	0.64% (12,026.09)	Aaa / AA+ AAA	8.66 7.18
3137H9M89	FHLMC K152 A2 3.78% Due 11/25/2032	180,000.00	07/27/2023 4.65%	168,693.75 169,102.17	91.40 4.99%	164,523.06 567.00	0.58% (4,579.11)	NR / NR AAA	8.99 7.32
3137H9UD9	FHLMC K154 A2 4.35% Due 1/25/2033	500,000.00	09/11/2023 5.02%	477,656.25 478,165.70	95.32 5.00%	476,624.50 1,812.50	1.69% (1,541.20)	NR / NR AAA	9.16 7.31
<b>Total CMO</b>		<b>3,615,099.03</b>	<b>3.72%</b>	<b>3,506,956.65</b> <b>3,513,980.49</b>	<b>4.93%</b>	<b>3,305,295.33</b> <b>9,386.22</b>	<b>11.74%</b> <b>(208,685.16)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>6.50</b> <b>5.49</b>
<b>CORPORATE</b>									
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	100,000.00	Various 0.75%	99,669.40 99,922.45	97.07 5.46%	97,067.70 236.11	0.34% (2,854.75)	A2 / A+ NR	0.62 0.61

## Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	355,000.00	12/05/2019 2.26%	354,815.40 354,965.33	96.98 5.67%	344,265.51 665.63	1.22% (10,699.82)	A1 / A AA-	0.92 0.89
90331HPL1	US Bank NA Callable Note Cont 12/21/2024 2.05% Due 1/21/2025	430,000.00	01/16/2020 2.10%	429,084.10 429,790.95	96.04 5.68%	412,973.29 3,183.19	1.47% (16,817.66)	A2 / A+ A+	1.15 1.09
002824BB5	Abbott Laboratories Callable Note Cont 12/15/2024 2.95% Due 3/15/2025	240,000.00	01/28/2022 1.67%	248,580.00 243,111.07	97.35 5.09%	233,646.24 1,494.67	0.83% (9,464.83)	Aa3 / AA- NR	1.29 1.24
06367WB85	Bank of Montreal Note 1.85% Due 5/1/2025	264,000.00	07/23/2021 0.85%	273,720.48 267,657.56	94.95 5.60%	250,675.66 407.00	0.89% (16,981.90)	A2 / A- AA-	1.42 1.37
037833DT4	Apple Inc Callable Note Cont 4/11/2025 1.125% Due 5/11/2025	100,000.00	05/04/2020 1.16%	99,821.00 99,948.34	94.68 4.98%	94,681.50 62.50	0.34% (5,266.84)	Aaa / AA+ NR	1.45 1.40
46647PCH7	JP Morgan Chase & Co Callable Note Cont 6/1/2024 0.824% Due 6/1/2025	205,000.00	05/24/2021 0.78%	205,267.30 205,044.63	97.29 6.11%	199,449.83 844.60	0.71% (5,594.80)	A1 / A- AA-	1.50 1.43
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	90,000.00	04/27/2022 3.46%	89,975.70 89,988.00	97.16 5.40%	87,439.68 1,431.75	0.31% (2,548.32)	A2 / A- A	1.54 1.45
06406HCQ0	Bank of New York Callable Note Cont 10/18/2025 3.95% Due 11/18/2025	160,000.00	04/05/2022 3.20%	163,985.60 162,122.56	97.41 5.35%	155,861.60 228.22	0.55% (6,260.96)	A1 / A AA-	1.97 1.86
92826CAD4	Visa Inc Callable Note Cont 9/14/2025 3.15% Due 12/14/2025	300,000.00	01/28/2022 1.75%	314,679.00 307,256.16	96.63 4.90%	289,903.80 4,383.75	1.04% (17,352.36)	Aa3 / AA- NR	2.04 1.91
89114QCP1	Toronto Dominion Bank Note 0.75% Due 1/6/2026	150,000.00	02/08/2022 2.15%	142,146.00 145,775.58	90.99 5.34%	136,491.90 453.13	0.48% (9,283.68)	A1 / A AA-	2.10 2.03
06051GHY8	Bank of America Corp Callable Note Cont 2/13/2025 2.015% Due 2/13/2026	380,000.00	Various 1.60%	388,482.70 382,475.95	95.24 6.18%	361,916.94 2,297.10	1.29% (20,559.01)	A1 / A- AA-	2.21 1.15
78016EZQ3	Royal Bank of Canada Note 1.2% Due 4/27/2026	150,000.00	06/09/2021 1.13%	150,517.50 150,255.12	90.82 5.31%	136,228.80 170.00	0.48% (14,026.32)	A1 / A AA-	2.41 2.32
023135BX3	Amazon.com Inc Callable Note Cont 4/12/2026 1% Due 5/12/2026	465,000.00	05/10/2021 1.09%	462,991.20 464,017.60	91.25 4.83%	424,308.32 245.42	1.50% (39,709.28)	A1 / AA AA-	2.45 2.37
91324PEC2	United Health Group Inc Callable Note Cont 4/15/2026 1.15% Due 5/15/2026	75,000.00	06/16/2021 1.06%	75,299.25 75,147.08	91.65 4.79%	68,733.83 38.33	0.24% (6,413.25)	A2 / A+ A	2.46 2.37

## Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
89236TJK2	Toyota Motor Credit Corp Note 1.125% Due 6/18/2026	315,000.00	06/15/2021 1.13%	314,861.40 314,929.41	90.86 4.99%	286,208.37 1,604.53	1.02% (28,721.04)	A1 / A+ A+	2.55 2.44
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	275,000.00	Various 4.65%	275,253.50 275,137.89	98.28 5.79%	270,277.70 4,789.47	0.97% (4,860.19)	A1 / A- A+	2.63 1.52
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	75,000.00	09/08/2021 1.09%	74,858.25 74,920.74	90.88 4.56%	68,159.18 161.88	0.24% (6,761.56)	Aa2 / AA AA	2.80 2.69
26442CAS3	Duke Energy Carolinas Callable Note Cont 9/1/2026 2.95% Due 12/1/2026	300,000.00	01/13/2022 1.81%	315,051.00 308,966.36	94.47 4.95%	283,420.50 4,425.00	1.02% (25,545.86)	Aa3 / A NR	3.01 2.78
87612EBM7	Target Corp Callable Note Cont 12/15/2026 1.95% Due 1/15/2027	170,000.00	01/19/2022 1.99%	169,711.00 169,818.52	91.95 4.75%	156,307.01 1,252.33	0.56% (13,511.51)	A2 / A A	3.13 2.95
808513BY0	Charles Schwab Corp Callable Note Cont 2/3/2027 2.45% Due 3/3/2027	205,000.00	03/01/2022 2.46%	204,946.90 204,965.07	90.92 5.53%	186,392.15 1,227.72	0.66% (18,572.92)	A2 / A- A	3.26 3.04
89114TZZ2	Toronto-Dominion Bank Note 2.8% Due 3/10/2027	325,000.00	03/09/2022 2.97%	322,422.75 323,312.43	92.63 5.28%	301,031.90 2,047.50	1.07% (22,280.53)	A1 / A NR	3.28 3.05
084664CZ2	Berkshire Hathaway Callable Note Cont 2/15/2027 2.3% Due 3/15/2027	345,000.00	03/07/2022 2.30%	344,934.45 344,956.92	93.09 4.58%	321,174.30 1,675.17	1.14% (23,782.62)	Aa2 / AA A+	3.29 3.10
89236TJZ9	Toyota Motor Credit Corp Note 3.05% Due 3/22/2027	195,000.00	03/17/2022 3.05%	194,982.45 194,988.40	94.17 4.98%	183,638.72 1,139.94	0.65% (11,349.68)	A1 / A+ A+	3.31 3.07
46647PCB0	JP Morgan Chase & Co Callable Note Cont 4/22/2026 1.578% Due 4/22/2027	400,000.00	08/10/2022 4.69%	363,548.00 373,671.19	91.05 5.63%	364,194.40 683.80	1.29% (9,476.79)	A1 / A- AA-	3.39 2.29
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	125,000.00	05/05/2022 4.04%	124,797.50 124,860.71	97.11 4.92%	121,392.63 291.67	0.43% (3,468.08)	A2 / A+ A+	3.44 3.16
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	130,000.00	05/17/2022 3.69%	130,060.80 130,042.10	96.39 4.85%	125,302.58 213.77	0.44% (4,739.52)	A2 / A+ A	3.46 3.19



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
61747YEC5	Morgan Stanley Callable Note Cont 7/20/2026 1.512% Due 7/20/2027	250,000.00	08/15/2022 4.61%	225,837.50 232,167.05	89.78 5.74%	224,461.50 1,375.50	0.80% (7,705.55)	A1 / A- A+	3.64 2.51
14913R3A3	Caterpillar Financial Service Note 3.6% Due 8/12/2027	350,000.00	09/02/2022 3.96%	344,414.00 345,810.50	96.11 4.76%	336,394.45 3,815.00	1.20% (9,416.05)	A2 / A A+	3.70 3.37
756109AU8	Realty Income Corp Callable Note Cont 10/15/2027 3.65% Due 1/15/2028	395,000.00	Various 4.77%	376,127.65 378,864.87	93.60 5.40%	369,718.82 5,446.61	1.33% (9,146.05)	A3 / A- NR	4.13 3.70
06051GGF0	Bank of America Corp Callable Note 1/20/2027 3.824% Due 1/20/2028	150,000.00	02/06/2023 5.41%	143,926.50 144,921.38	94.64 5.71%	141,955.65 2,087.27	0.51% (2,965.73)	A1 / A- AA-	4.14 2.86
341081GN1	Florida Power and Light Callable Note Cont 3/15/2028 4.4% Due 5/15/2028	180,000.00	06/06/2023 4.63%	178,187.40 178,364.34	97.59 5.01%	175,661.82 352.00	0.62% (2,702.52)	Aa2 / A+ AA-	4.46 3.98
74340XCG4	Prologis LP Callable Note Cont 5/15/2028 4.875% Due 6/15/2028	220,000.00	Various 5.00%	218,836.50 218,936.39	99.02 5.12%	217,846.43 4,558.13	0.79% (1,089.96)	A3 / A NR	4.55 3.94
<b>Total Corporate</b>		<b>7,869,000.00</b>	<b>2.67%</b>	<b>7,821,792.18</b> <b>7,817,112.65</b>	<b>5.29%</b>	<b>7,427,182.71</b> <b>53,288.69</b>	<b>26.49%</b> <b>(389,929.94)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.68</b> <b>2.32</b>
<b>MONEY MARKET FUND</b>									
26200X845	Dreyfus Funds Inst'l Reserve Treasury #6541	355,628.02	Various 0.01%	355,628.02 355,628.02	1.00 0.01%	355,628.02 0.00	1.26% 0.00	Aaa / AA+ AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>355,628.02</b>	<b>0.01%</b>	<b>355,628.02</b> <b>355,628.02</b>	<b>0.01%</b>	<b>355,628.02</b> <b>0.00</b>	<b>1.26%</b> <b>0.00</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>MUNICIPAL BONDS</b>									
649791RC6	New York St STE-GO 1.25% Due 3/15/2027	200,000.00	06/30/2022 3.57%	180,128.00 186,087.28	89.10 4.87%	178,207.20 527.78	0.63% (7,880.08)	Aa1 / AA+ AA+	3.29 3.15
<b>Total Municipal Bonds</b>		<b>200,000.00</b>	<b>3.57%</b>	<b>180,128.00</b> <b>186,087.28</b>	<b>4.87%</b>	<b>178,207.20</b> <b>527.78</b>	<b>0.63%</b> <b>(7,880.08)</b>	<b>Aa1 / AA+</b> <b>AA+</b>	<b>3.29</b> <b>3.15</b>

## Holdings Report

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	305,000.00	04/13/2021 0.97%	303,603.10 304,333.68	91.55 4.65%	279,241.22 303.94	0.99% (25,092.46)	Aaa / AAA AAA	2.39 2.31
<b>Total Supranational</b>		<b>305,000.00</b>	<b>0.97%</b>	<b>303,603.10 304,333.68</b>	<b>4.65%</b>	<b>279,241.22 303.94</b>	<b>0.99% (25,092.46)</b>	<b>Aaa / AAA AAA</b>	<b>2.39 2.31</b>
<b>US TREASURY</b>									
912828J27	US Treasury Note 2% Due 2/15/2025	470,000.00	08/31/2015 2.15%	464,016.72 469,234.78	96.42 5.09%	453,182.93 2,758.70	1.61% (16,051.85)	Aaa / AA+ AA+	1.21 1.16
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	325,000.00	03/30/2021 0.64%	323,146.48 324,383.43	94.22 5.04%	306,211.10 275.27	1.09% (18,172.33)	Aaa / AA+ AA+	1.33 1.30
912828M56	US Treasury Note 2.25% Due 11/15/2025	350,000.00	05/29/2019 2.13%	352,419.92 350,732.84	95.40 4.74%	333,894.40 346.15	1.18% (16,838.44)	Aaa / AA+ AA+	1.96 1.88
912828R36	US Treasury Note 1.625% Due 5/15/2026	500,000.00	Various 2.23%	475,523.49 493,254.27	93.25 4.56%	466,230.50 357.14	1.65% (27,023.77)	Aaa / AA+ AA+	2.46 2.36
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	150,000.00	07/29/2021 0.72%	149,285.16 149,618.67	90.34 4.51%	135,509.70 313.35	0.48% (14,108.97)	Aaa / AA+ AA+	2.67 2.59
912828YG9	US Treasury Note 1.625% Due 9/30/2026	100,000.00	12/18/2019 1.86%	98,507.81 99,377.10	92.54 4.46%	92,539.10 275.27	0.33% (6,838.00)	Aaa / AA+ AA+	2.84 2.71
91282CCZ2	US Treasury Note 0.875% Due 9/30/2026	600,000.00	Various 1.13%	592,710.94 595,834.56	90.61 4.44%	543,633.00 889.34	1.93% (52,201.56)	Aaa / AA+ AA+	2.84 2.74
912828ZB9	US Treasury Note 1.125% Due 2/28/2027	545,000.00	03/24/2020 0.75%	558,901.76 551,508.73	90.17 4.40%	491,415.60 1,549.66	1.75% (60,093.13)	Aaa / AA+ AA+	3.25 3.12
91282CAH4	US Treasury Note 0.5% Due 8/31/2027	150,000.00	08/06/2021 0.94%	146,121.09 147,600.44	86.67 4.39%	130,007.85 189.56	0.46% (17,592.59)	Aaa / AA+ AA+	3.75 3.63
91282CAL5	US Treasury Note 0.375% Due 9/30/2027	300,000.00	10/25/2021 1.33%	283,792.97 289,527.19	85.98 4.39%	257,941.50 190.57	0.91% (31,585.69)	Aaa / AA+ AA+	3.84 3.72
9128283F5	US Treasury Note 2.25% Due 11/15/2027	300,000.00	11/07/2019 1.89%	307,957.03 303,925.54	92.36 4.37%	277,066.50 296.70	0.98% (26,859.04)	Aaa / AA+ AA+	3.96 3.72
91282CBB6	US Treasury Note 0.625% Due 12/31/2027	625,000.00	03/29/2021 1.30%	597,875.98 608,606.84	86.13 4.37%	538,281.25 1,634.68	1.91% (70,325.59)	Aaa / AA+ AA+	4.09 3.94



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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CBJ9	US Treasury Note 0.75% Due 1/31/2028	550,000.00	03/12/2021 1.28%	530,857.42 538,406.28	86.34 4.37%	474,868.90 1,378.74	1.69% (63,537.38)	Aaa / AA+ AA+	4.17 4.01
91282CCV1	US Treasury Note 1.125% Due 8/31/2028	300,000.00	09/03/2021 1.10%	300,457.03 300,310.96	86.30 4.35%	258,914.10 853.02	0.92% (41,396.86)	Aaa / AA+ AA+	4.76 4.52
9128285M8	US Treasury Note 3.125% Due 11/15/2028	150,000.00	10/19/2022 4.34%	140,349.61 142,120.44	94.58 4.35%	141,867.15 206.04	0.50% (253.29)	Aaa / AA+ AA+	4.96 4.52
912828YB0	US Treasury Note 1.625% Due 8/15/2029	350,000.00	05/28/2020 0.66%	380,009.77 368,585.55	86.59 4.30%	303,064.30 1,669.16	1.08% (65,521.25)	Aaa / AA+ AA+	5.71 5.31
91282CFJ5	US Treasury Note 3.125% Due 8/31/2029	120,000.00	09/19/2022 3.62%	116,381.25 117,004.58	93.71 4.37%	112,453.08 947.80	0.40% (4,551.50)	Aaa / AA+ AA+	5.76 5.13
91282CFT3	US Treasury Note 4% Due 10/31/2029	140,000.00	12/30/2022 4.02%	139,868.75 139,886.23	98.06 4.37%	137,287.50 476.92	0.49% (2,598.73)	Aaa / AA+ AA+	5.92 5.19
91282CGZ8	US Treasury Note 3.5% Due 4/30/2030	280,000.00	05/11/2023 3.37%	282,318.75 282,133.80	95.15 4.37%	266,415.52 834.62	0.95% (15,718.28)	Aaa / AA+ AA+	6.42 5.64
912828ZQ6	US Treasury Note 0.625% Due 5/15/2030	615,000.00	Various 0.90%	599,593.95 604,414.29	79.11 4.37%	486,546.80 168.95	1.72% (117,867.49)	Aaa / AA+ AA+	6.46 6.18
91282CAV3	US Treasury Note 0.875% Due 11/15/2030	625,000.00	Various 1.30%	600,808.59 607,711.63	79.47 4.32%	496,680.00 240.38	1.76% (111,031.63)	Aaa / AA+ AA+	6.96 6.59
91282CFF3	US Treasury Note 2.75% Due 8/15/2032	120,000.00	08/29/2022 3.09%	116,484.38 116,926.97	88.31 4.38%	105,970.32 968.48	0.38% (10,956.65)	Aaa / AA+ AA+	8.72 7.50
91282CGM7	US Treasury Note 3.5% Due 2/15/2033	770,000.00	Various 3.75%	753,941.41 755,125.05	93.45 4.37%	719,588.87 7,909.25	2.58% (35,536.18)	Aaa / AA+ AA+	9.22 7.65
91282CHC8	US Treasury Note 3.375% Due 5/15/2033	300,000.00	06/14/2023 3.78%	290,050.78 290,501.89	92.41 4.36%	277,218.90 445.05	0.98% (13,282.99)	Aaa / AA+ AA+	9.46 7.93
91282CHT1	US Treasury Note 3.875% Due 8/15/2033	130,000.00	09/25/2023 4.50%	123,545.70 123,663.67	96.17 4.36%	125,023.47 1,478.40	0.45% 1,359.80	Aaa / AA+ AA+	9.72 7.88
<b>Total US Treasury</b>		<b>8,865,000.00</b>	<b>1.86%</b>	<b>8,724,926.74</b> <b>8,770,395.73</b>	<b>4.47%</b>	<b>7,931,812.34</b> <b>26,653.20</b>	<b>28.18%</b> <b>(838,583.39)</b>	<b>Aaa / AA+</b> <b>AA+</b>	<b>4.81</b> <b>4.38</b>
<b>TOTAL PORTFOLIO</b>		<b>30,478,218.49</b>	<b>2.25%</b>	<b>30,170,471.14</b> <b>30,223,455.42</b>	<b>4.80%</b>	<b>28,108,350.29</b> <b>132,675.83</b>	<b>100.00%</b> <b>(2,115,105.13)</b>	<b>Aa1 / AA</b> <b>AA+</b>	<b>3.80</b> <b>3.33</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>28,241,026.12</b>			



# California State Treasurer

## Fiona Ma, CPA



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

October 16, 2023

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

NORTHERN CALIFORNIA CITIES  
SELF-INSURANCE FUND  
FINANCIAL CONSULTANT  
701 HOWE AVENUE  
SUITE E3  
SACRAMENTO, CA 95825

[Tran Type Definitions](#)

Account Number: 35-11-001

September 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
9/1/2023	8/31/2023	RD	1738142	1698531	JAMES MARTA	1,632,000.00
9/8/2023	9/7/2023	RD	1738329	1698723	JAMES MARTA	873,000.00
9/14/2023	9/14/2023	RW	1738549	1698940	JAMES MARTA	-200,000.00
9/21/2023	9/21/2023	RD	1738785	1699183	JAMES MARTA	821,000.00
9/21/2023	9/22/2023	RDA	1738846	N/A	JAMES MARTA	-821,000.00
9/28/2023	9/28/2023	RW	1739045	1699443	JAMES MARTA	-42,000.00
9/29/2023	9/29/2023	RW	1739103	1699501	JAMES MARTA	-125,000.00

### Account Summary

Total Deposit:	2,505,000.00	Beginning Balance:	8,171,306.35
Total Withdrawal:	-367,000.00	Ending Balance:	10,309,306.35

4100



# 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

## INVESTMENT REPORT FOR THE QUARTER ENDING September 30, 2023

	MARKET VALUE
CASH:	
(1) Tri Counties Checking	\$ 189,807
(2) Local Agency Inv Fund (LAIF)	\$ 10,168,149
Total Cash	\$ 10,357,956
INVESTMENTS (Unrestricted):	
(3) Chandler Investments	
Account no. 170	\$ 48,007,232
Account no. 171	\$ 27,601,578
Total Unrestricted Investments	\$ 75,608,810
TOTAL CASH AND INVESTMENTS	\$ 85,966,766

- (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 September 30, 2023 3.534
- (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. THE QUARTERLY REPORT IS IN ACCORDANCE WITH GOVERNMENT CODE §53646 .

Jen Lee, Treasurer

12/6/2023

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.



These early estimates have been prepared to aid you in budgeting for the 2024/25 fiscal year. It is important to keep in mind it is early on in the process of determining each Program's total cost. At this time, your entity's exposure and experience have not been updated in any of the allocation models. The estimates provided are intended to be conservative; however, final premiums may be in excess of these estimates. Since we currently do not have renewal rates for any of the programs, we recommend you budget towards the upper end of the range plus any differences in exposure or experience which have not yet been considered. Once we have received and updated your losses and exposure, we will distribute updated estimates.

We expect to be able to update losses and exposure for the General Liability and Workers' Compensation programs near the end of the calendar year.

If you are aware that you have any substantial changes over the past 12 months, please contact Sarah Bishop and a better estimate can be developed for you.

#### Excess Workers' Compensation Program

##### Premium

22/23 Premium:	\$2,175,514	2022/23 Estimated Payroll:	\$263,935,179
23/24 Premium:	\$2,808,374	2023/24 Estimated Payroll:	\$279,254,044
24/25 Estimated Premium:	<b>\$3,346,000 to \$3,407,000</b>		

The EWC premium projections assume a 5% payroll increase for all members. The pool rates incorporate actuarial projections. We have assumed reinsurance increases of 0% to 15% in the Core Tower and Ed Tower pool layer. We have also assumed reinsurance rate increases of 10% to 20% in the 45x5 layer and 10% to 20% in the Statutory xs 50M layer for the Core Tower I and Statutory xs 5M layer for the Core Tower II. In the Ed Tower, we have assumed reinsurance rate increases of 5% to 15% in the Statutory layer.





# Public Entity Insurance Marketplace, Trends, Industry Issues and Outlook

Presented by: **Conor Boughey**

**NCCSIF Board Meeting**

Alliant Insurance Services  
[www.alliant.com](http://www.alliant.com)

(THIS INFORMATION HAS BEEN CONSOLIDATED FROM VARIOUS INDUSTRY SOURCES)

Page 147 of 420



# Market Overview

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**Financial Performance**



**Underwriting Trends**



**Loss Trends & Market Disruptors**



**Toward the Future**



# Insurance Market & Financial Performance

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# Market Pressures...



Great Resignation &  
Quiet Quitting



Geo Political



Mass Shootings



Social Inflation/  
Nuclear Verdicts &  
Legislation



Cyber Attacks



Ukraine & Middle  
East War/Conflicts

## Q2 23 P/C industry combined ratio, net income at worst levels since 2011:

*“While the aggregate industry balance sheet is strong enough to meet its contractual commitments and obligations to consumers and businesses, the ever-increasing challenges from claims cost and expense increases, extreme weather events, legal system abuse, and ongoing regulatory resistance to rate adequacy in a few jurisdictions, continue to have significant negative financial consequences for insures,” Robert Gordon, senior vice president of policy, research and international for APCIA.*



Aging  
Infrastructure



Climate Change



Inflation



Natural  
Disasters

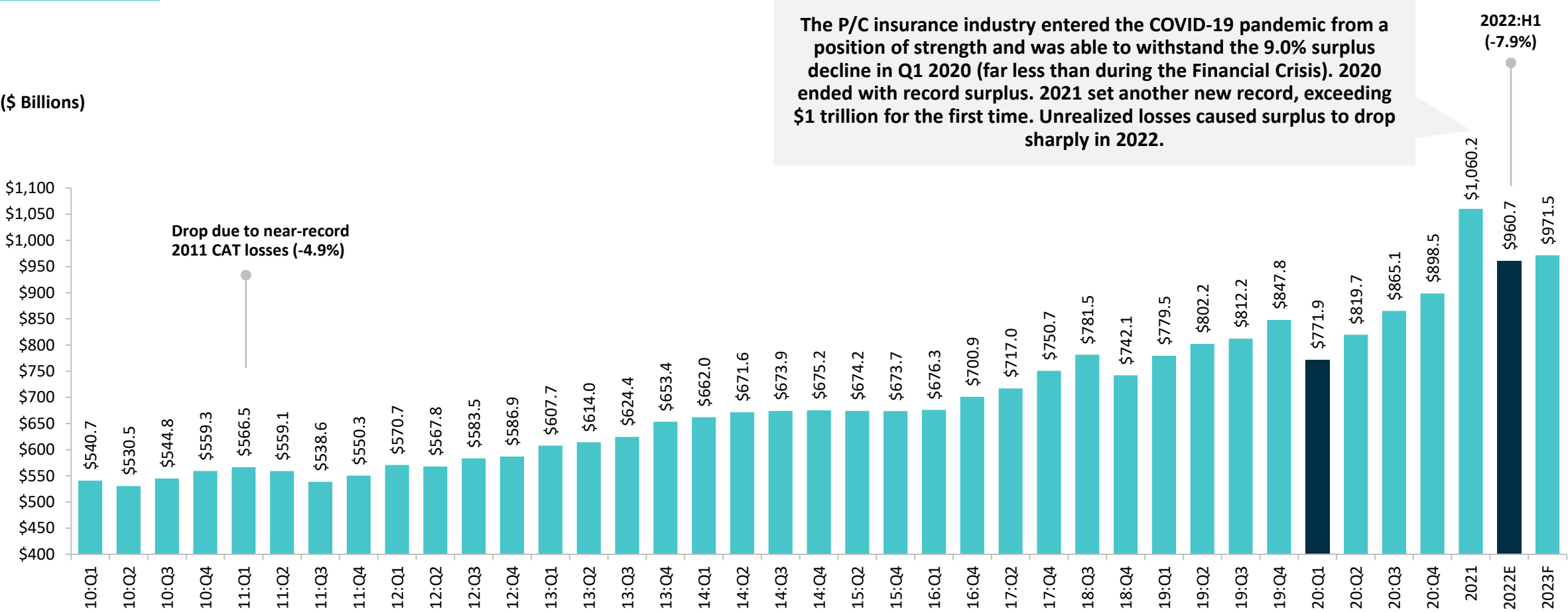


Supply Chain &  
Labor Shortage



Proliferation of  
“secondary”  
perils (SCS)

# Policyholder Surplus (Capacity), 2010: Q1 – 2023: F1\*



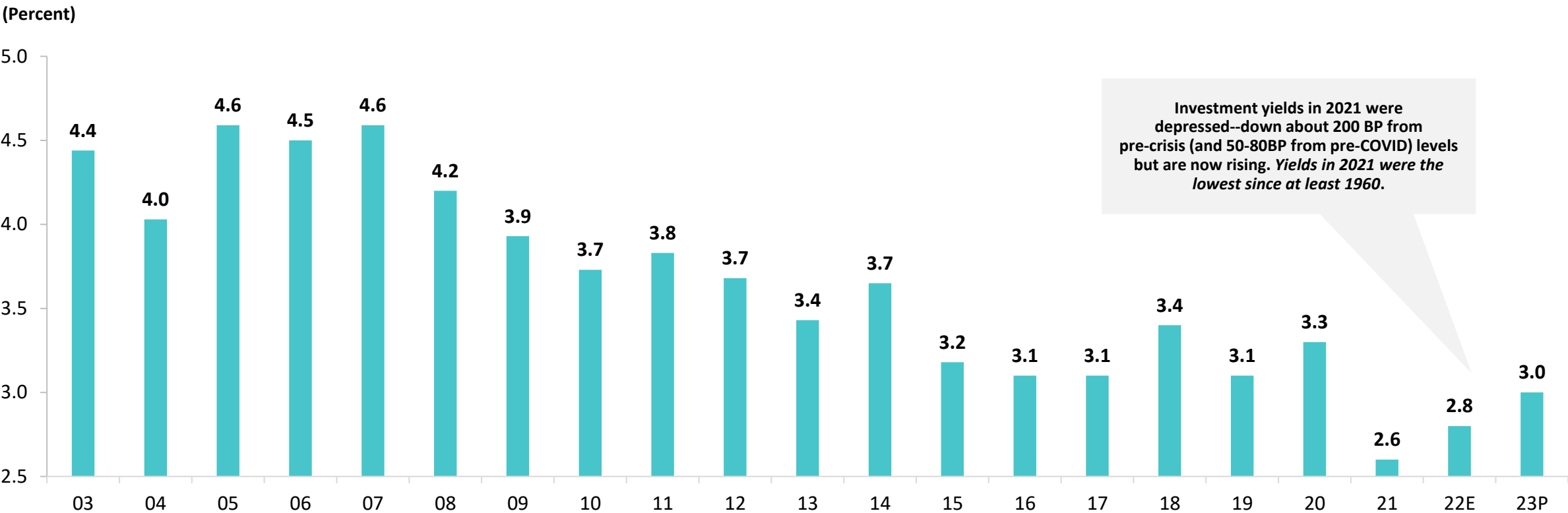
Policyholder Surplus is the industry’s financial cushion against large insured events, periods of economic stress and financial market volatility. It is also a source of capital to underwrite new risks.

\*2022 figure is actual through Q2.  
Sources: ISO, A.M. Best, NAIC. Risk and Uncertainty Management Center, University of South Carolina.





# Net Investment Yield on Property/Casualty Insurance Invested Assets, 2003–2023P



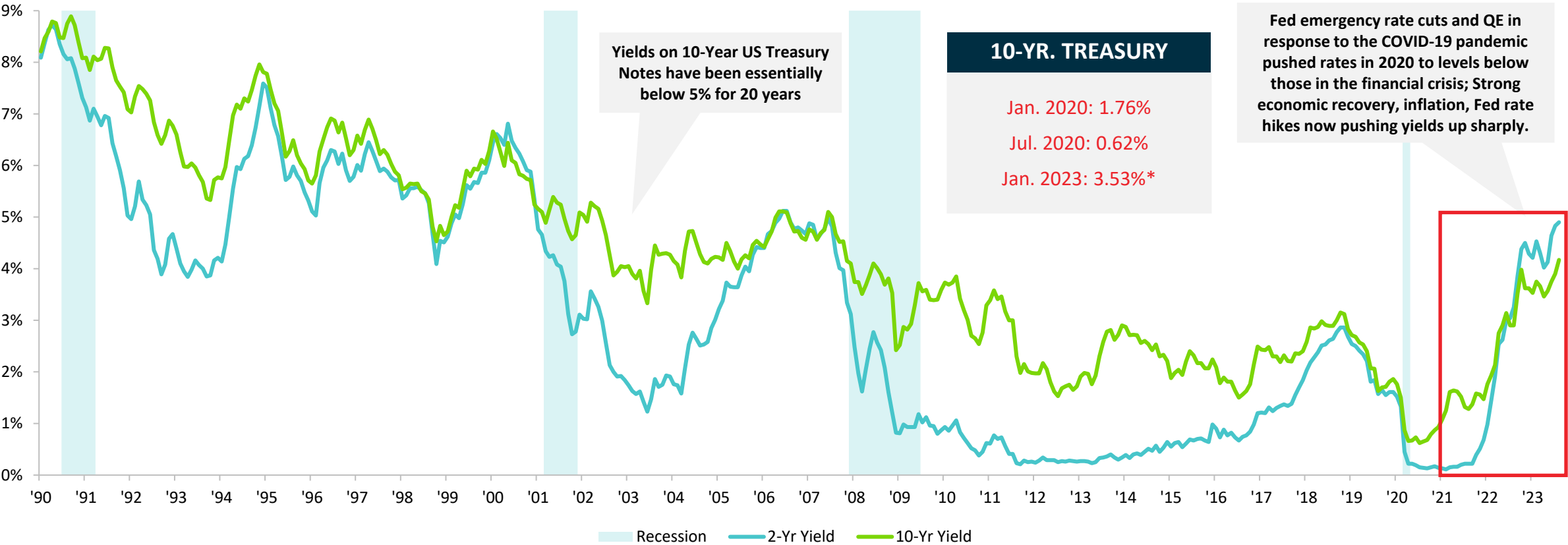
The yield on invested assets remains depressed relative to pre-financial crisis and pre-COVID yields. Fed rate hikes in 2022 should begin to slowly lift yields.

Average: 1960-2019 = 4.9% | Low: 2.8% (1961) | High: 8.2% (1984/85)

Sources: NAIC data, sourced from S&P Global Market Intelligence; 2017-19 figures are from ISO. 2020-21 data from the APCA.  
Risk and Uncertainty Management Center, Univ. of South Carolina.



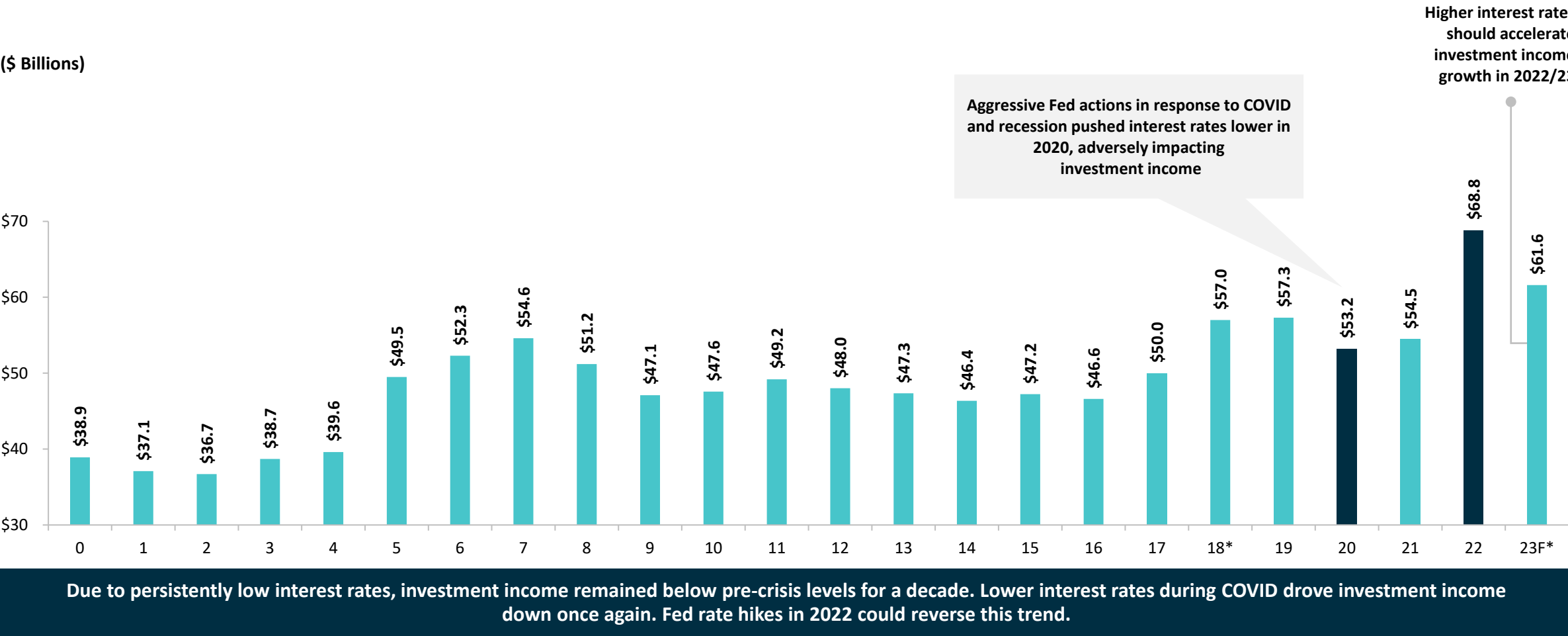
# US Treasury Security Yields: A Long Downward Trend, 1990–2023\*



Since roughly 80% of P/C bond/cash investments are in 10-year or shorter durations, Fed rate hikes should over time provide a modest boost to P/C insurer portfolio yields

\*Monthly, constant maturity, nominal rates, through Jan. 2023.  
Sources: Federal Reserve Bank at <http://www.federalreserve.gov/releases/h15/data.htm>.  
National Bureau of Economic Research (recession dates); Risk and Uncertainty Management Center, University of South Carolina

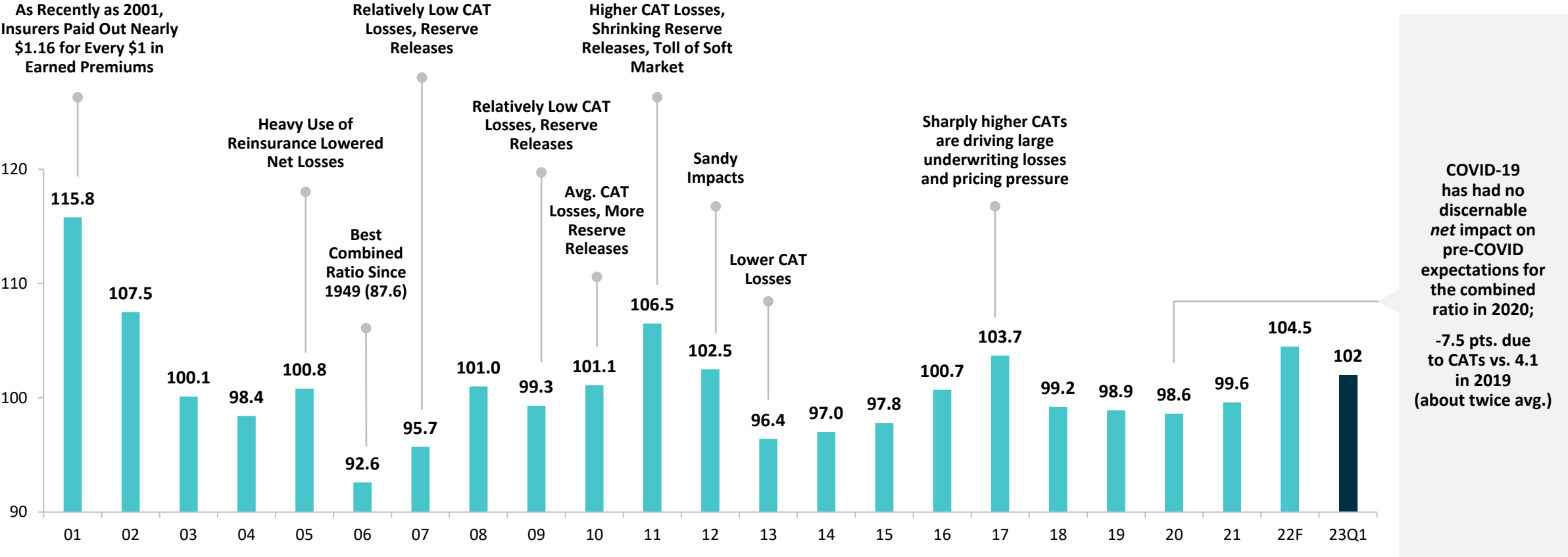
# Property/Casualty Insurance Industry Investment Income: 2000–2023F\*



2018-19 figures are distorted by provisions of the TCJA of 2017. Increase reflects such items as dividends from foreign subsidiaries.  
1 Investment gains consist primarily of interest and stock dividends. Sources: ISO; University of South Carolina, Center for Risk and Uncertainty Management.



# P/C Insurance Industry Combined Ratio, 2001–2023 Q1\*\*



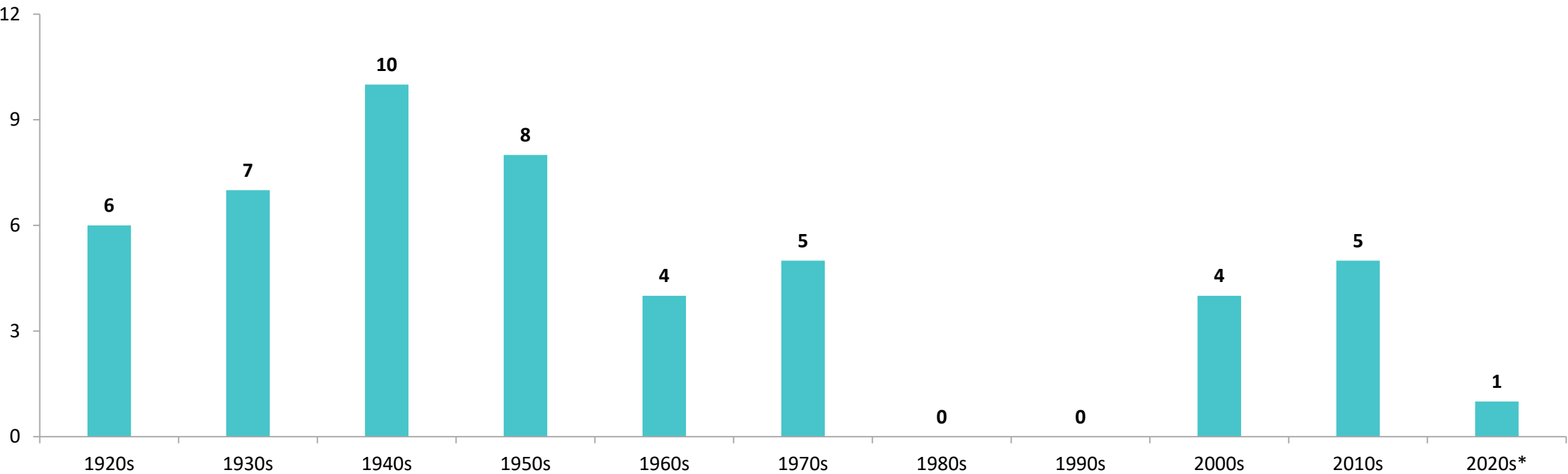
Pre-COVID 2020 Combined Ratio Est. 99.1 (A.M. Best)  
Actual = 98

\*Excludes Mortgage & Financial Guaranty insurers 2008–2014.  
\*\*2022 figure is forecast. A.M. Best Review and Preview (Feb. 2021).  
Sources: A.M. Best, ISO (2014–2022F).



# Number of Years with Underwriting Profits by Decade, 1920s–2020s

Number of Years with Underwriting Profits



**Underwriting Profits Were Common Before the 1980s (40 of the 60 Years Before 1980 Had Combined Ratios Below 100) –But Then They Vanished. Not a Single Underwriting Profit Was Recorded in the 25 Years from 1979 Through 2003**

\* 2020 through 2022  
Note: Data for 1920–1934 based on stock companies only.  
Sources: Insurance Information Institute research from A.M. Best Data.





# Underwriting Trends

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# Market Trends

## By Product Line

Product Line	Pricing	Capacity	Retentions	Coverage
PROPERTY				
Challenged Exposures	↑	↓	↑	↓
Non-Challenged Exposures	↑	↓	↔	↓
Standalone Earthquake	↑	↓	↔	↓
Builder's Risk (Project Specific)*	↑	↔	↑	↓
CASUALTY				
General Liability	↔	↔	↔	↓
Automobile Liability	↑	↓	↑	↔
Workers' Compensation	↓	↔	↔	↔
Umbrella Liability	↔	↔	↔	↔
Excess Liability	↔	↔	↔	↔
Pollution Liability*	↔	↔	↔	↓
MANAGEMENT & PROFESSIONAL				
Cyber	↓	↑	↔	↔
Employment Practice Liability	↔	↔	↔	↔
Fiduciary	↑	↔	↑	↔
Fidelity/Crime	↔	↔	↔	↔

\*Denotes Construction-Specific Product Line

### Color Key

As a buyer, is that movement positive, neutral, or something that could present a challenge during my renewal?

- Positive change
- Neutral/No change
- Potential Challenge

### Arrow Key

What direction are pricing, capacity, limits, deductibles and coverage moving?

- Increasing
- Stabilizing/No change
- Decreasing



# Aviation

Product Line	Pricing	Capacity	Retentions	Coverage
Aviation				
Corporate	↑	↑	↔	↓
Airports/Municipality	↑	↑	↔	↓
Drones/Evtol's (Unmanned Aerial Vehicles)	↑	↑	↔	↔

## Color Key

As a buyer, is that movement positive, neutral, or something that could present a challenge during my renewal?

- Positive change
- Neutral/No change
- Potential Challenge

## Arrow Key

What direction are pricing, capacity, limits, deductibles and coverage moving?

- Increasing
- Stabilizing/No change
- Decreasing

# Property (As of Q2 2023)

CAT Property with Poor Loss History or Risk Quality:	25% to 100%
CAT Property with Good Loss History or Risk Quality:	10% to 40%+
Non-CAT Property with Poor Loss History or Risk Quality:	30% to 100%+
Non-CAT Property with Good Loss History or Risk Quality:	10% to 20%



## Capacity

- US and international insurers alike are offering far less capacity, especially for insureds with significant probable maximum losses (PML) and average annual losses (AAL). The number of carriers required to fill programs out, often for a lower overall program limit, is regularly doubling when compared to just 12 months ago. Some insurers are looking to maintain current aggregates and are shying away from growth/new accounts, while others have already hit gross written premium targets for this year and are refraining from writing any new risks unless it fits a very favorable profile.
- Insurers that are highly dependent on reinsurance capacity (or MGA's/MGU's), have shown to have the most significant swings in deployable capacity year-over-year.
- New insurer entrants remain almost non-existent. This is forcing Insureds to look to alternatives, such as Parametric solutions, to fill in gaps.
- Excess layers on large programs continue to be the toughest to find capacity and many buyers are purchasing less overall limit.



## Coverage

- Insureds without a compelling narrative surrounding Insurance to Value continue to be penalized by insurers, with some carriers unwilling to offer capacity that does not include Occurrence Limit of Liability or Margin Clause provisions (even with valuation increases/trending).
- Limits for natural catastrophe coverage are undergoing additional scrutiny, with some insurers unwilling to offer what they view as "excessive" natural catastrophe coverage limits.
- Many programs are unable to renew their towers on a "per expiring" basis due to pricing and market pressures.



## Retentions

- Loss impacted accounts are beginning to see stress on All Other Peril retentions. This is in addition to CAT-deductibles, which are experiencing re-underwriting via an increased percentage amount, dollar figure or both.
- Insurers are looking to increase Named Windstorm deductibles in loss prone areas, as well as impose percentage deductibles on tornado/hail (and in some cases, wildfire or freeze) due to increased loss activity resulting from these perils. Any insureds that are characterized as a "PML driver" or having "low return on capital" should anticipate pressure from insurers on deductibles.



## Pricing

- Significant rate and premium increases continue to be the norm. While natural catastrophe exposed risks will face relatively higher increases, all risks will be subject to valuation discussions on top of the rate uptick, which will drive overall rate/premium upwards. Non-catastrophe exposed insureds that have not had losses are unlikely to see the same degree of rate increases, although they will still see some increase due to wider market pressure to cover increased Treaty costs.

# Casualty (As of Q2 2023)

Rate Trends	"Low End"	"High End"
General Liability	0%	10%
Automobile Liability	5%	25%
Workers' Compensation	Flat	5%
Umbrella Liability	0%	20%
Excess Liability	0%	25%
Pollution Liability (Contractor's & Site Liability)	Flat	10%



## Capacity

- Capacity is readily available for less complex risks while new insurer capacity continues to emerge. Capacity is still constrained for difficult risks. While many insurers are open to capacity for difficult risks, rate impacts will reflect the risk.
- Auto liability capacity will continue to be limited due to rising claim frequency & severity, nuclear verdicts, and regulatory pushback on proposed rate increases. More insurers will restrict capacity or exit the marketplace, particularly in California.



## Coverage

- Increased focus on clarifying or excluding chemicals, Perfluorooctane Sulfonate/Perfluorooctanoic Acid (PFOS/PFAS) known as "forever chemicals", energy, communicable disease (COVID-19), abuse & molestation, assault and battery, per location capacity, territory restrictions, and wildfires.
- ESG/climate risk concerns continue to be on the rise, which may impact insurer underwriting decisions.



## Retentions

- Retentions are generally consistent. However, retention adjustment and umbrella/excess attachment points will continue to shift as insurers seek out most profitable layers for the deployment of capacity.
- Risk retention analysis is key to designing optimally priced program.
- Underwriting discipline remains the imperative as insurers seek to make rational, reasonable decisions.



## Pricing

- General liability (other than high-hazard industries, tough products exposures and habitational real estate) and Workers Compensation are seeing decelerated rate growth — slow increases driven mainly by loss experience and challenged classes of business.
- The unprofitability of Auto liability will force continued rate and retention adequacy. Workers' Compensation continues to be profitable, consistent, and stable.
- Umbrella and excess market pricing remains challenging for complex exposures, but high excess layers becoming more competitive.

# Cyber (As of Q2 2023)

Rate Trends	"Low End"	"High End"
Cyber	10%	15%



## Capacity

- More insurers are continually offering \$10M limits for good risks. While total capacity available in the marketplace is not back to pre-2021 levels we are seeing it rise to north of \$400M.
- Energy, manufacturing and critical infrastructure sectors are being watched closely, and avoided by some insurers, given the conflict in the Ukraine.



## Coverage

- Coverage generally intact for most classes of business with mature information security programs and strong controls.
- Coinsurance provisions and sub limits for ransomware losses strictly limited to less secure companies. Continued offering, on a sub-limited basis, for Dependent Business Interruption and Dependent System Failure coverage.
- Exclusions around Catastrophic and Systemic Risk along with more defined War Exclusions are being added to new and renewal business both domestically and in London, although application remains inconsistent in the U.S.



## Retentions

- Retention levels and Waiting Periods are holding steady. Certain accounts with strong controls, lower retentions might be available.



## Pricing

- First half of 2023 has seen the beginning of a softening marketplace for those Insureds that have gone through the necessary changes with respect to cyber security controls over the last 12 months.
  - Improved underwriting allowing for more competitive rates and increase in capacity offered by carriers.
  - Insureds who have strengthened their cyber-resiliency and made necessary changes required by Cyber Insurers, are experiencing more stable premiums with flat to 5% increases depending on the industry class and revenue growth; some clients have seen decreases.
  - Excess Cyber insurers have lowered their Increase Limit Factor ("ILF"), or the rate at which they charge over the primary pricing, from the 90-95% range down to 70-80%.

# Employment Practices Liability (As of Q2 2023)

## Employment Practices Liability



### Capacity

- Capacity remains plentiful in the United States and Bermuda following past cutbacks, although certain jurisdictions remain troublesome for insurers.



### Coverage

Coverage offered remains broad; however, insurers are leery of the potential for cutbacks and resultant claims.



### Retentions

- While they have largely stabilized, certain risks are still seeing upward pressure on retentions.
- The market continues to apply separate retentions for California claims, class actions and for “highly compensated” employees.



### Pricing

- Pricing is stable and in some cases moderately improving for certain segments. Risks with historical claim activity are still seeing increases.

# Fidelity & Crime (As of Q2 2023)

## Fidelity & Crime



### Capacity

- Insurers are closely monitoring aggregate exposure to social engineering fraud; however, some insurers are opening up the limit a bit more liberally for this cause of loss.
- Aggregate limit deployment remains stable.



### Coverage

Insurers continue to underwrite social engineering via supplemental applications, Insurers will only consider offering broader coverage where the controls and procedures presented are best in class. Some insurers are offering full limits (at lower capacity) and providing certain enhancements to cover.



### Retentions

- Carriers are standing firm on retentions/deductibles offered.



### Pricing

- Premiums are largely stable, with some reductions granted for high-caliber risks. Some segments of the economy will continue to experience incremental increases due to historical sector losses.



# Loss Trends & Market Disruptors

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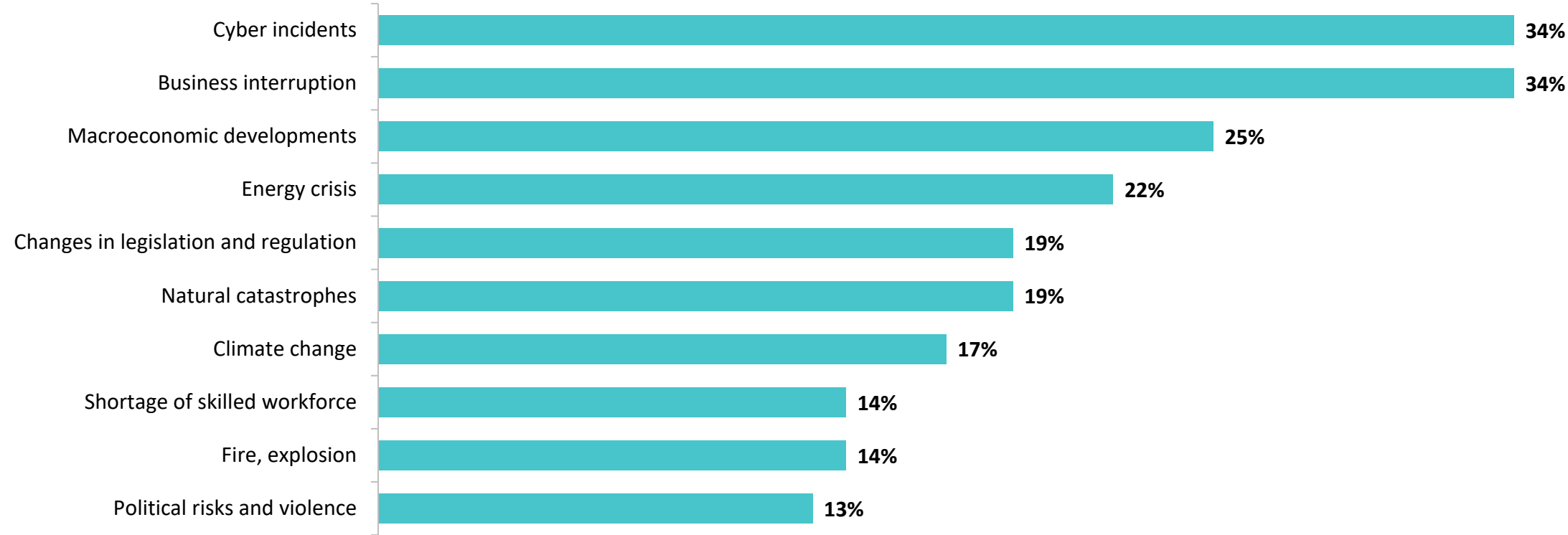


# What are Risk Manager's Concerns?

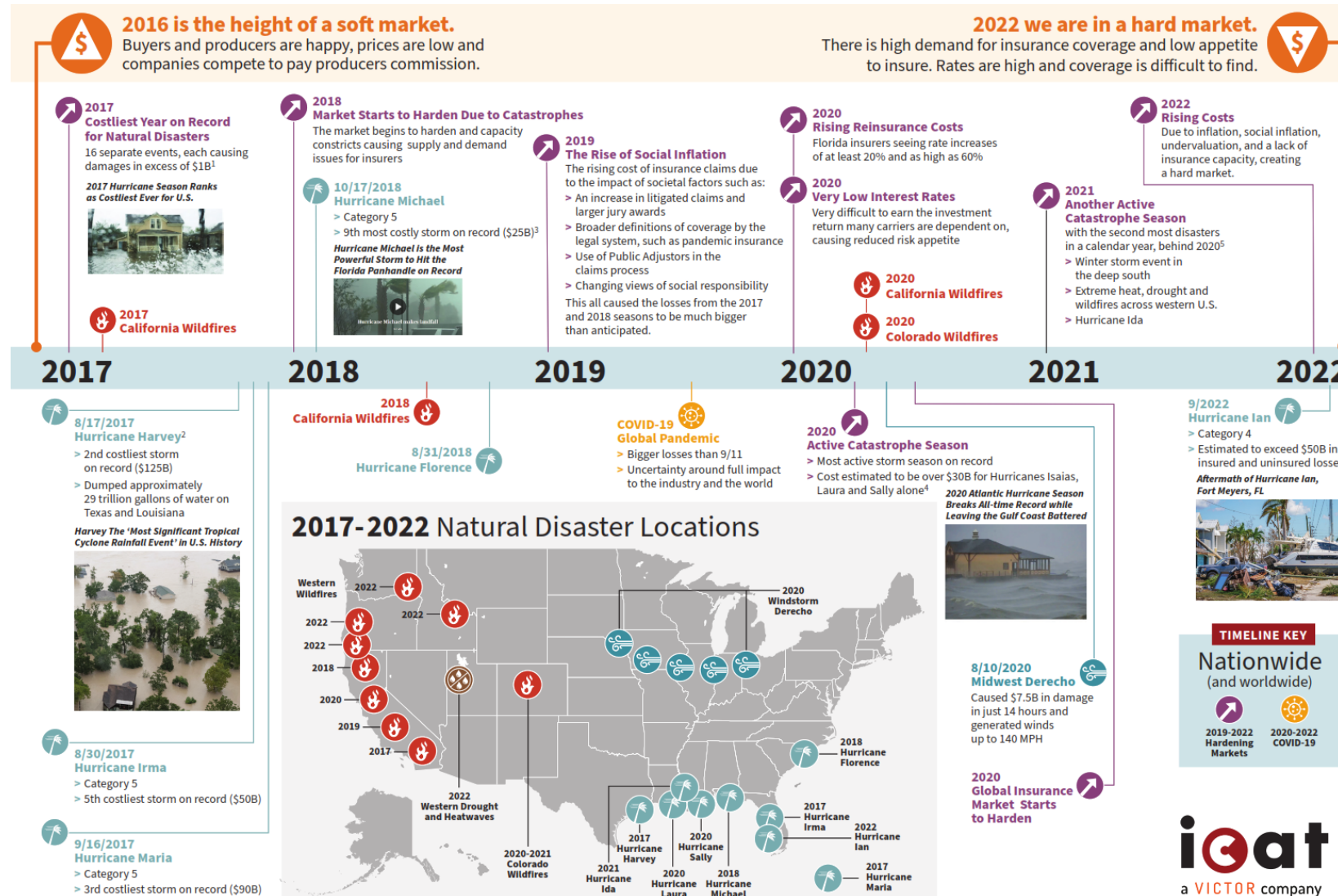
The most important global business risks for 2023

**Alliance Risk Barometer 2023**

The numbers represent the percentage of all participants who responded (2,712). The numbers do not add up to 100% because more than one risk could be selected.

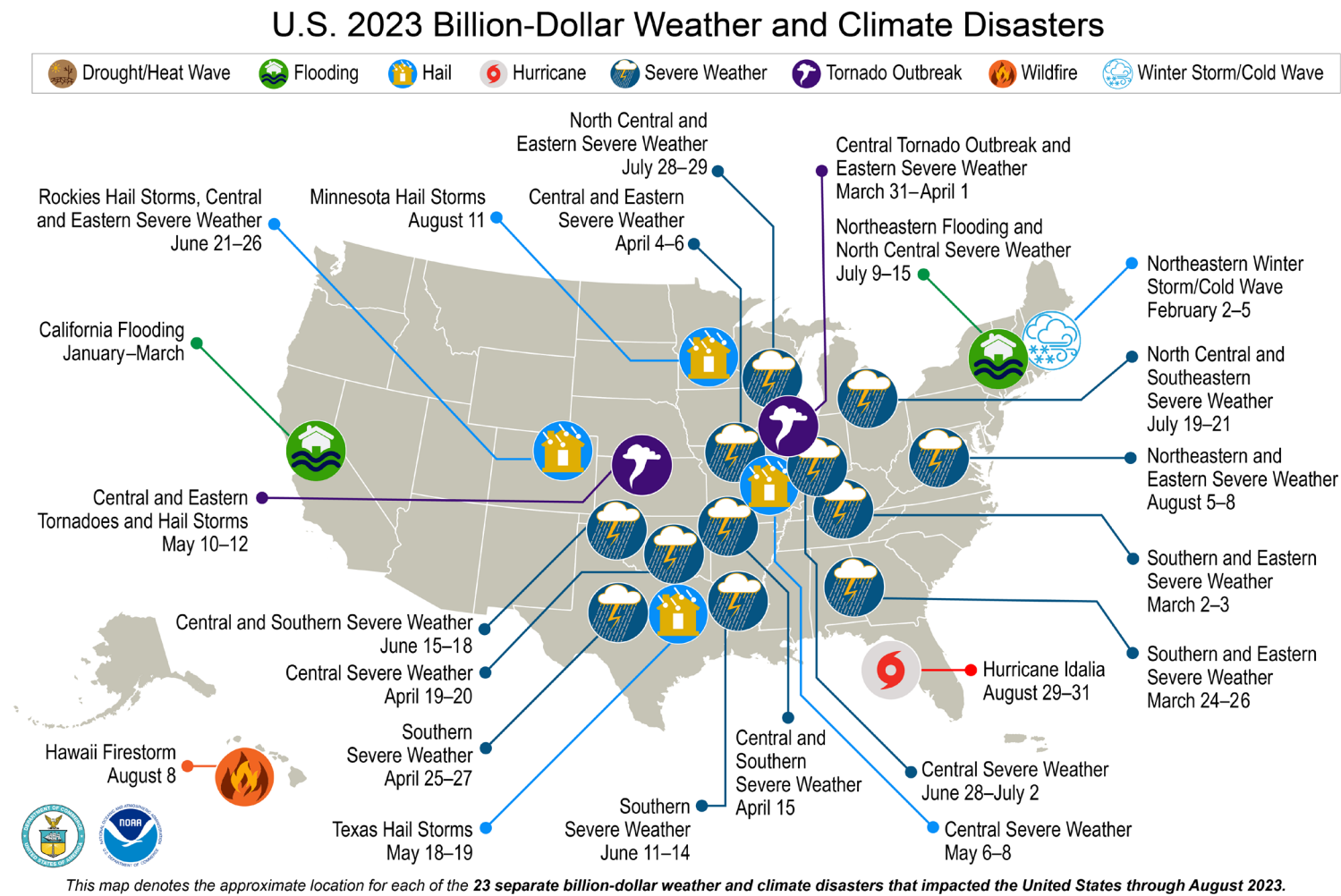


# The Makings of a Hard Market – Timeline



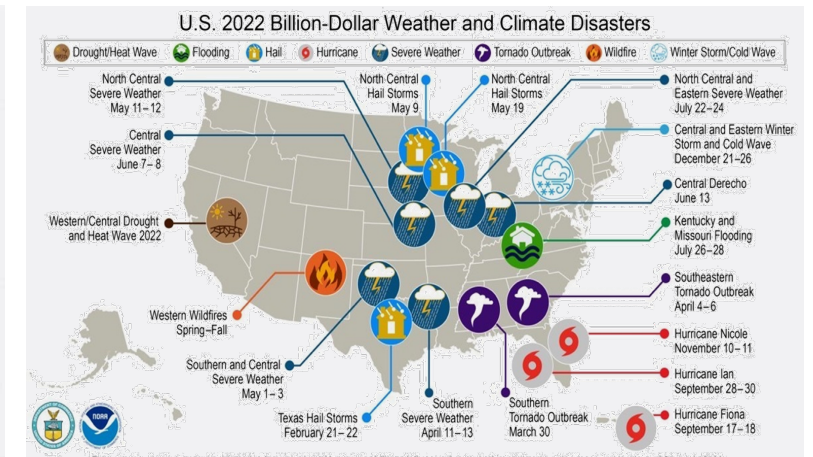
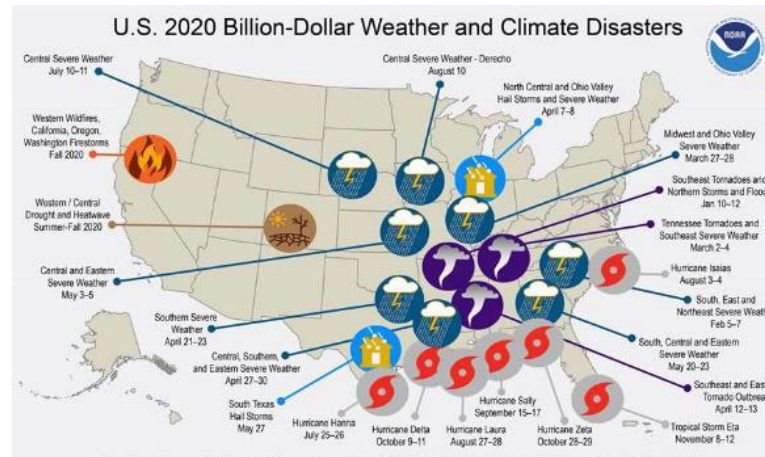
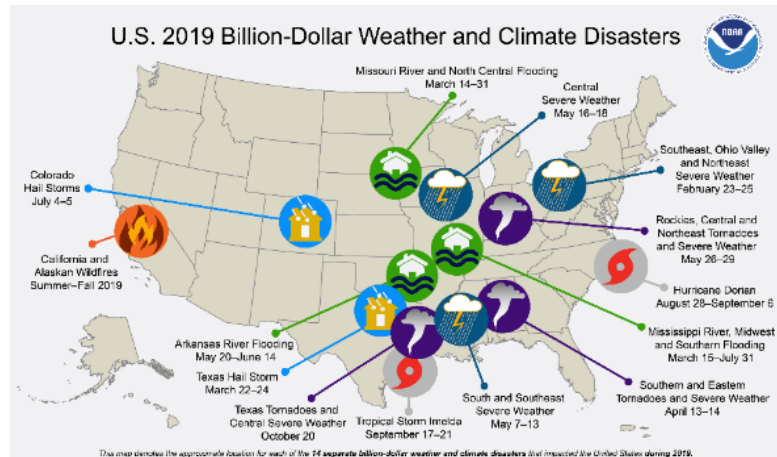
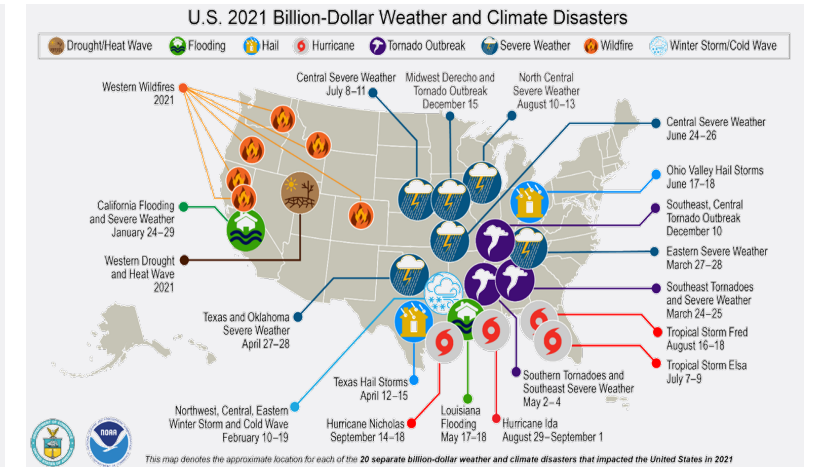
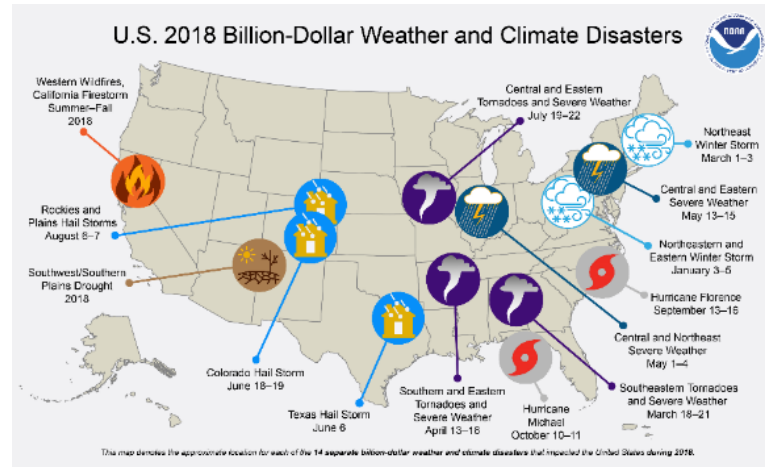
# Major U.S. Losses in 2023

Most through August, breaking 2020's record





# Six Year CAT History: 104 \$1Billion+ Events

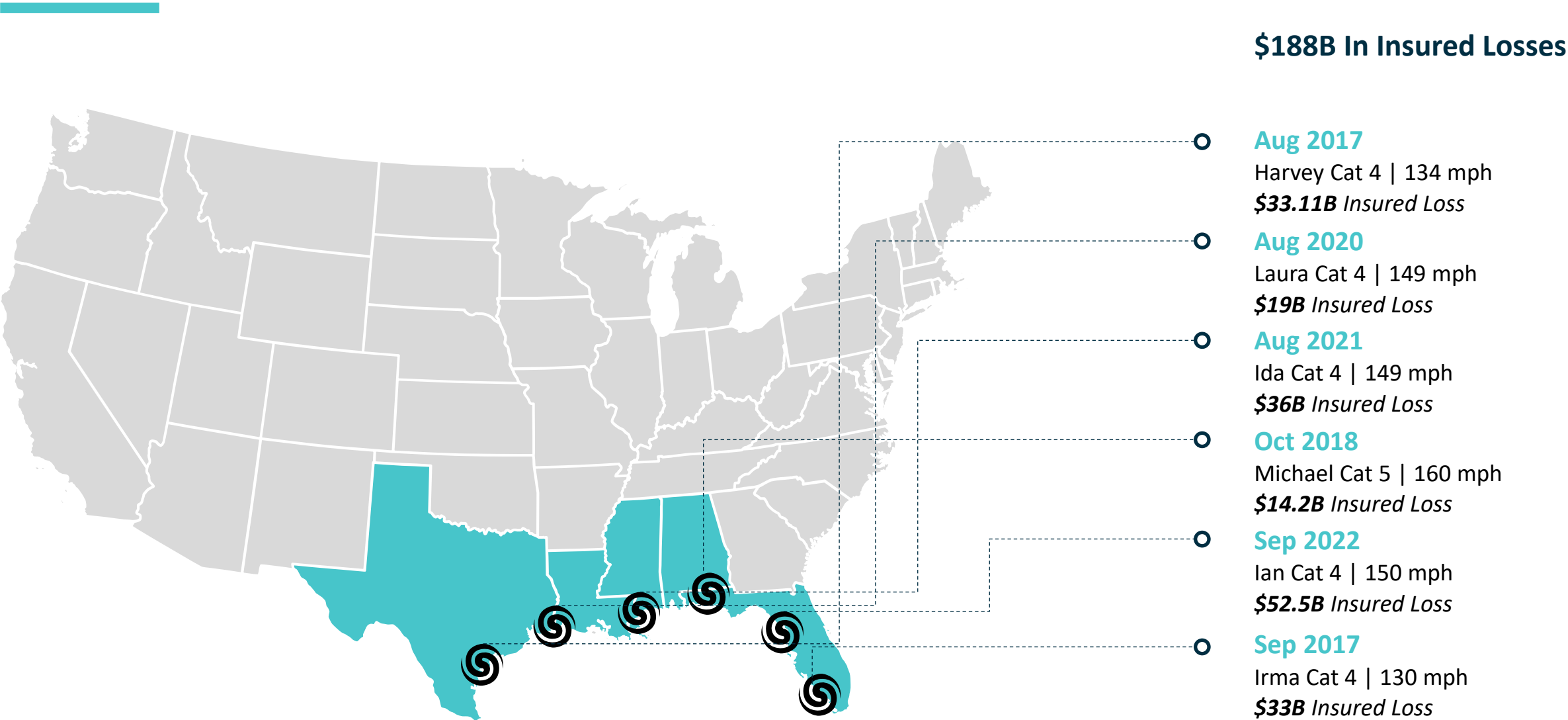


# Average # of Billion Dollar Disasters

Time Period	Billion-Dollar Disasters	Events/Year	Cost	Percent of Total Cost	Cost/Year
1980s (1980-1989)	33	3.3	\$212.7B	8.1%	\$21.3B
1990s (1990-1999)	57	5.7	\$324.6B	12.4%	\$32.5B
2000s (2000-2009)	67	6.7	\$602.5B	23.0%	\$60.3B
2010s (2010-2019)	131	13.1	\$964.4B	36.9%	\$96.4B
Last 5 Years (2018-2022)	90	18.0	\$620.6B	23.7%	\$124.1B
Last 3 Years (2020-2022)	60	20.0	\$454.3B	17.4%	\$151.4B
Last Year (2022)	18	18.0	\$177.6B	6.8%	\$177.6B
<b>All Years (1980-2023)*</b>	<b>371</b>	<b>8.4</b>	<b>\$2,616.1B<sup>‡</sup></b>	<b>100.0%<sup>‡</sup></b>	<b>\$59.5B<sup>‡</sup></b>

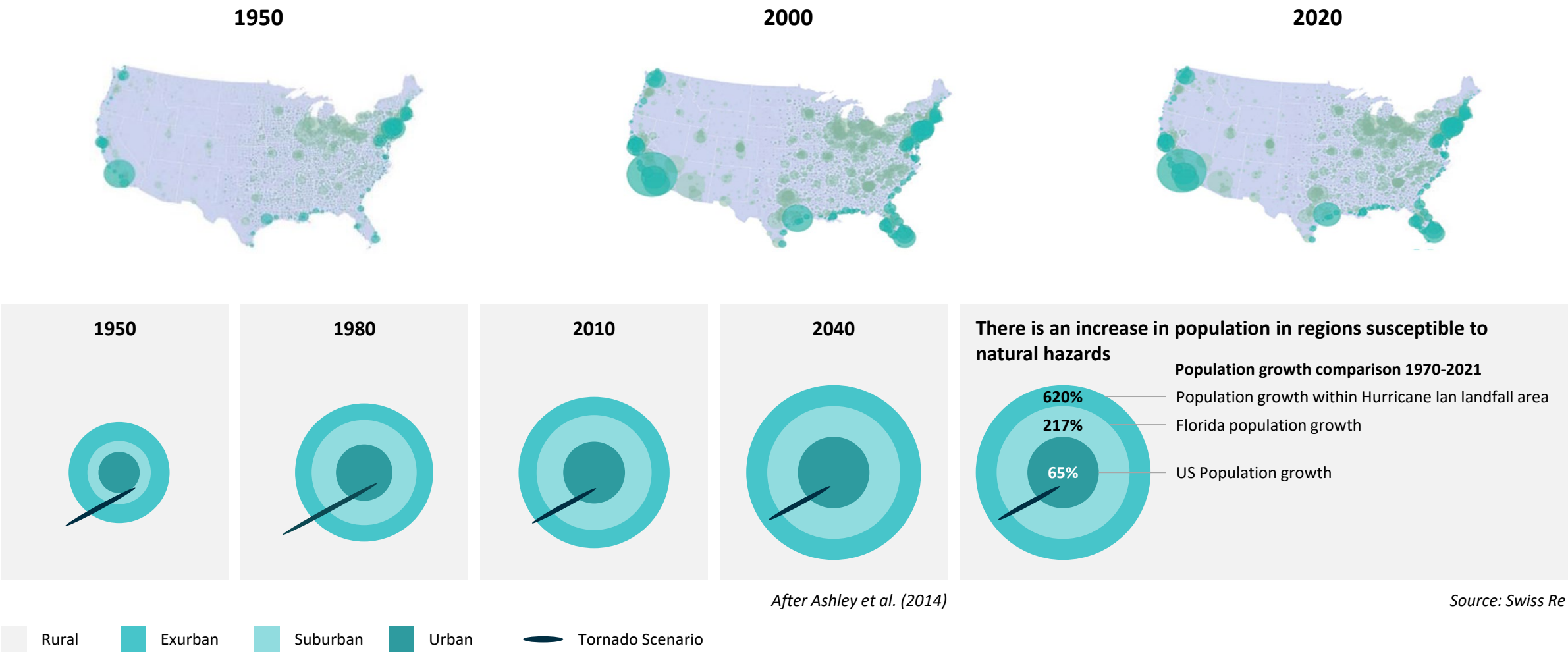
The distribution of damage from U.S. Billion-dollar disaster events from 1980 to 2023 is dominated by tropical cyclone losses. Tropical cyclones have caused the most damage (\$1,367.6 billion, CPI-adjusted) and have the highest average event cost (\$22.8 billion per event, CPI-adjusted). Drought (\$337.1 billion, CPI-adjusted), severe storms (\$442.2 billion, CPI-adjusted) and inland flooding (\$193.4 billion, CPI-adjusted) have also caused considerable damage based on the list of billion-dollar events.

# US Gulf Coast Gets Seven Years of Battering From Cat 4/5 Storms



Source: Insurance Information Institute, figures adjusted for inflation

# Population Growth and Bullseye Effect

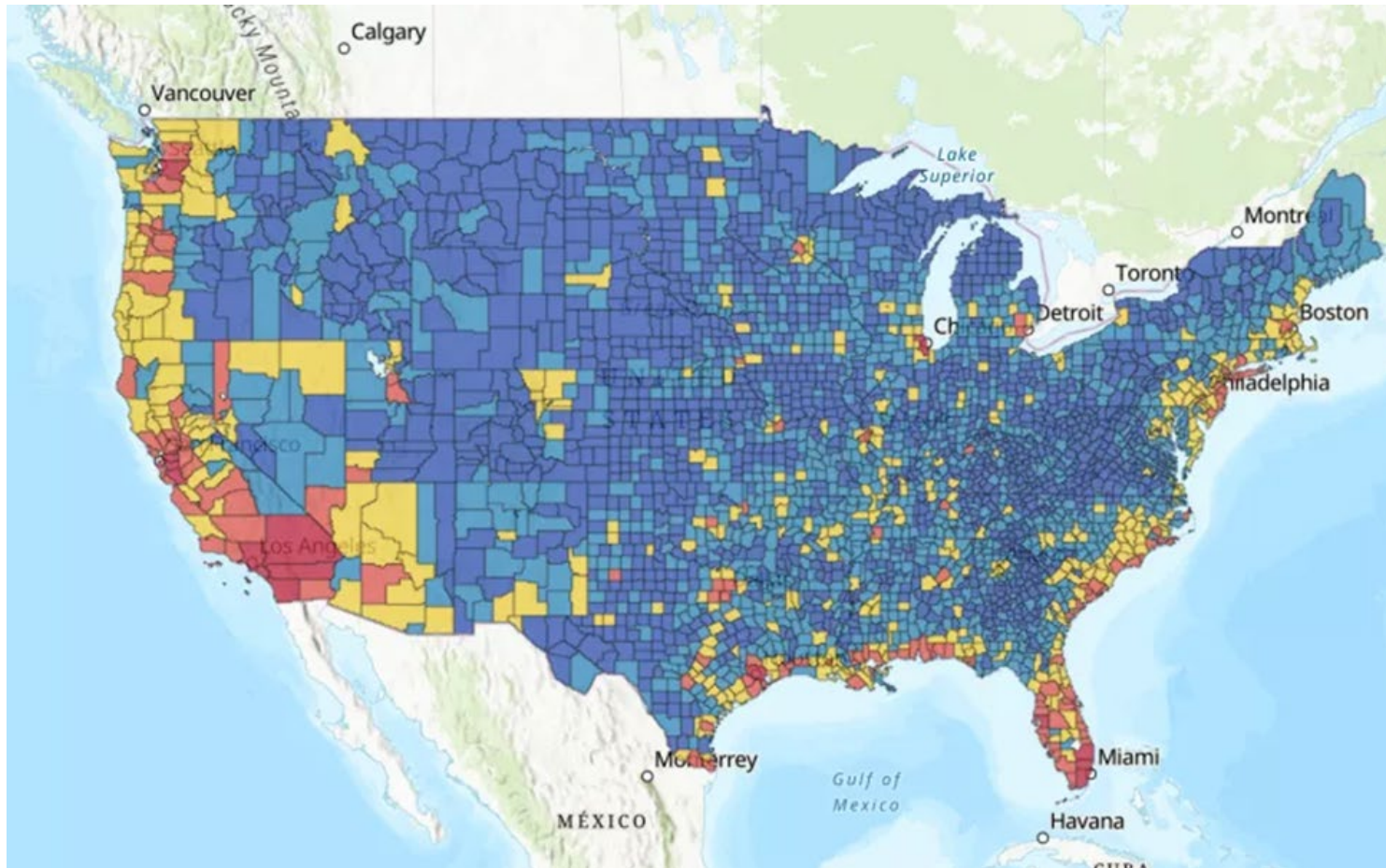


After Ashley et al. (2014)

Source: Swiss Re

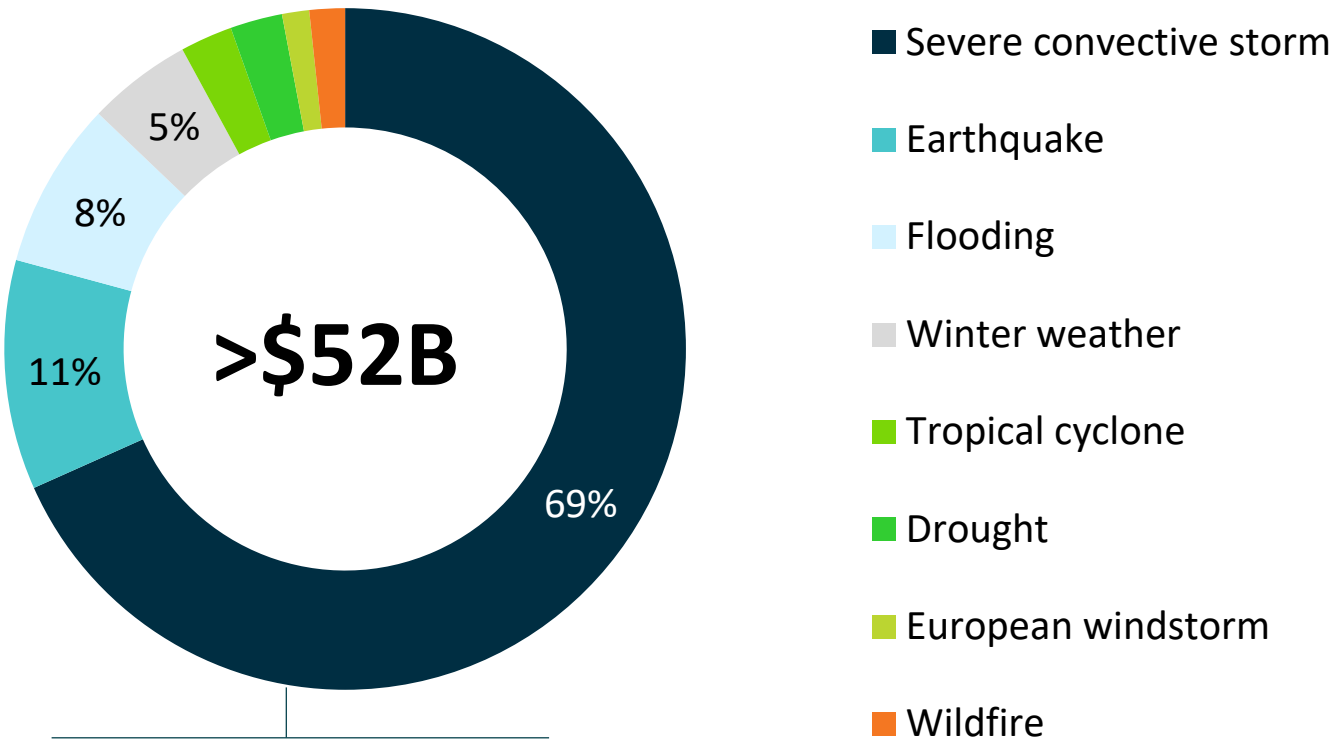


# FEMA National Risk Index Counties Map



- **California**  
8 high-risk category (largest for a single state)  
18 relatively high risk
- **Florida**  
4 high-risk areas  
19 relatively high-risk areas
- **Texas**  
Houston high risk  
16 other relatively high-risk areas
- **East Coast**  
Miami only 'red' category  
NY, NJ and PA 13 relatively high-risk areas between them
- **Non-Coastal**  
Utah County & Salt Lake County, UT  
Lubbock County, TX  
Douglas County, NE

# U.S. Insured Losses by Peril, H1 2023



*Severe convective storm (SCS) events accounted for 69% of US insured natural CAT losses during H1 2023*

Source: Gallagher Re from Business Insurance accessed at: [https://www.businessinsurance.com/article/20230718/NEWS06/912358694/Nat-cat-insured-losses-total-\\$52B-in-2023-H1-Gallagher-Re-](https://www.businessinsurance.com/article/20230718/NEWS06/912358694/Nat-cat-insured-losses-total-$52B-in-2023-H1-Gallagher-Re-)

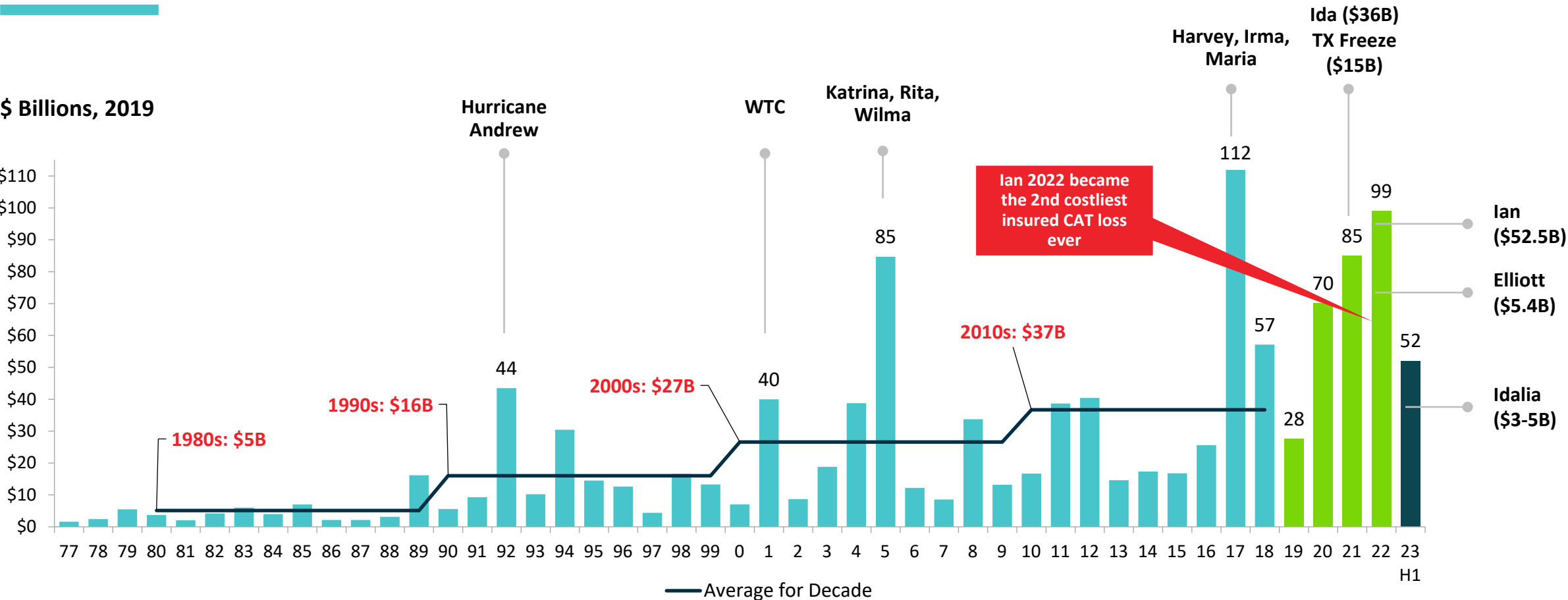


**Secondary perils (including SCS) are of increasing concern to insurers and reinsurers**



**There have only been 3 years on record where US hurricane losses resulted in \$50B+ insured losses**

# U.S. Inflation-Adjusted Insured CAT Losses: 1977 – 2023:H1



The 2020s are off to an ominous start with \$85B in average annual insured losses (2020-22)

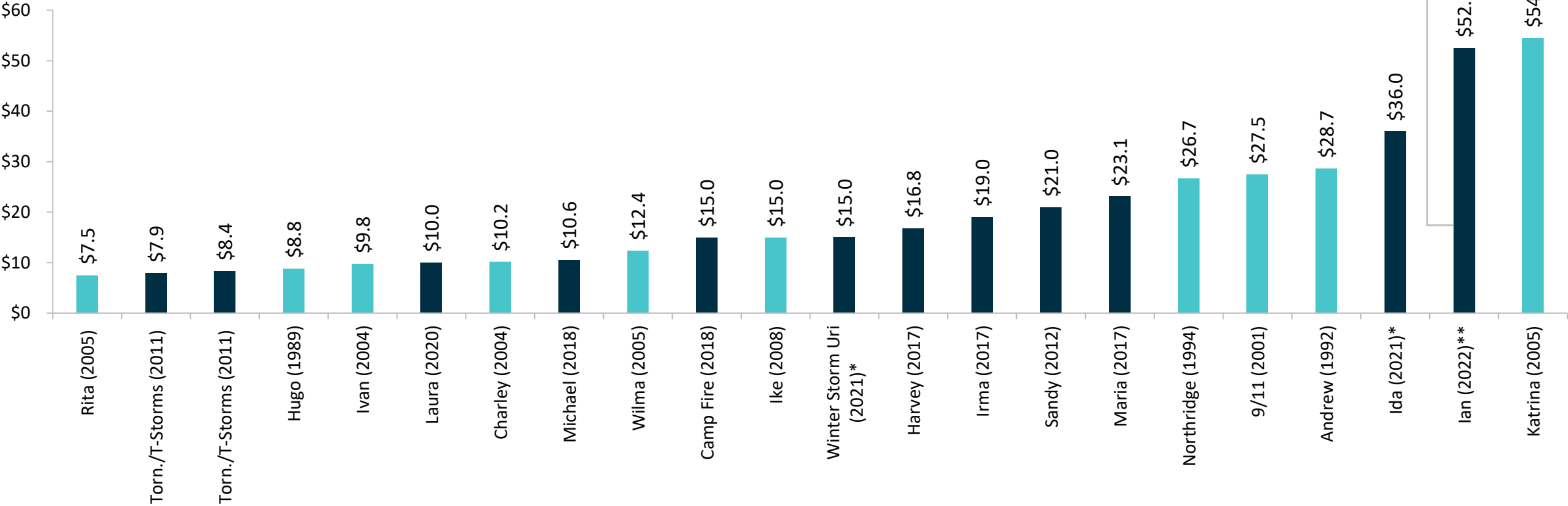
Insured Cat Losses Are Increasing At An Alarming Rate – Nearly 700% Since 80's  
Average Insured Loss per Year\* | 1980-2021: \$23.8 Billion | 2012-2021: \$44.1 Billion

Sources: NAIC data sourced through S&P Global Intelligence; Insurance Information Institute.



# Top 22 Most Costly Disasters in U.S. History

(Insured Losses, 2020 Dollars, \$ Billions)



12 of the top 22 mostly costly insured events in US history occurred between 2010 and 2022 (inclusive)

Hurricane Ian in 2022 became the 2nd costliest insured CAT loss ever

18 of the 22 Most Expensive Insurance Events in US History Have Occurred Since 2004.

\*2021 dollars; \*\*2022 dollars (Aon insured loss estimate as of 1/25/23).  
Sources: PCS, RMS, Aon, Karen Clark & Co; USC Center for Risk and Uncertainty Management adjustments to 2020 dollars using the CPI.

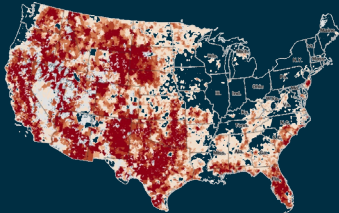


# Ascending CAT Perils: Wildfire and SCS



## Wildfire

Projections with significant wildfire risk  
20 40 60 80 100% No significant risk  
Hover over a ZIP code to view details.



- 01** Climatic changes are resulting in larger and hotter wildfires occurring each summer and later into fall.
- 02** Beyond the physical damage and destruction of wildfires, intense smoke significantly impacts the health and economy of communities:
  - Reduced travel and tourism leading to loss of sales and occupancy taxes.
  - Reduced school attendance and outdoor activities.
  - Smoke can hurt your eyes, irritate your respiratory system, and worsen chronic heart and lung diseases.
- 03** Worsening conditions, from the future “warming world”, that ultimately lead to wildfires strike concern for many insureds
- 04** Peril-specific retentions and sublimits are being pushed in at risk areas
- 05** Valuation in high density areas are particularly challenging (Coastal, West Los Angeles, Bay Area, etc.)



## Severe Convective Storm (SCS)

SCS insured losses have continued to increase their frequency at nearly 9% since 1990.

- This is showcased by the fact that nearly 70% of all global Insured losses this year are from SCS

The “primary reasons” for rising severe convective storm (SCS) insured loss costs continue to be demographic and socioeconomic factors. Though climate change also appears to be a driving factor, it remains difficult to pinpoint the direct correlation of exactly how it is influencing these wind events

Due to the combination of event frequency not being well captured in statistical data as well as the continued volatility of SCS annual losses, insureds are continuing to develop new solutions to limit their exposure and ultimately their loss expectancy.

### Severe convective Storm Hazards and Loss

Loss by SCS Hazard from Risk Management Solutions

#### Hail

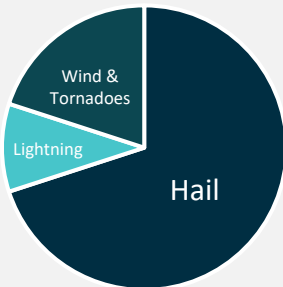
Hail accounts for 70% of annual average loss. In any given year hail is 60-80% of the damage produced by severe convective storms

#### Wind & Tornadoes

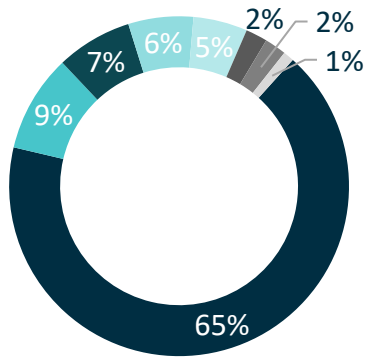
Severe winds both from straight-line wind events and tornadoes account for about 20% of average annual loss.

#### Lightning

Lightning, including fires started by lightning accounts for about 10%



### Insured loss by peril

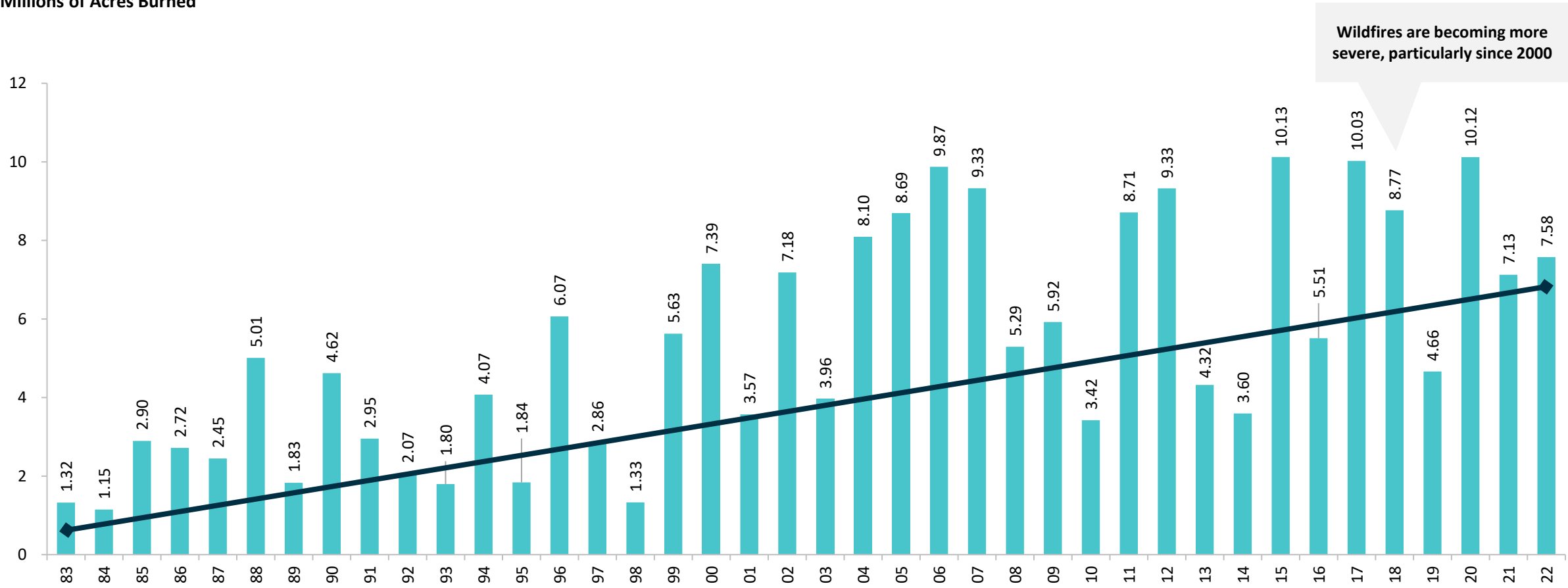


- SCS: Severe Convective Storm
- FL: Flooding
- EQ: Earthquake
- TC: Tropical Cyclone
- WF: Wildfire
- DR: Drought
- WW: Winter Weather
- EW: European Windstorm

Source: Gallagher Re

# U.S. Total Wildland Acres Burned, 1983–2022

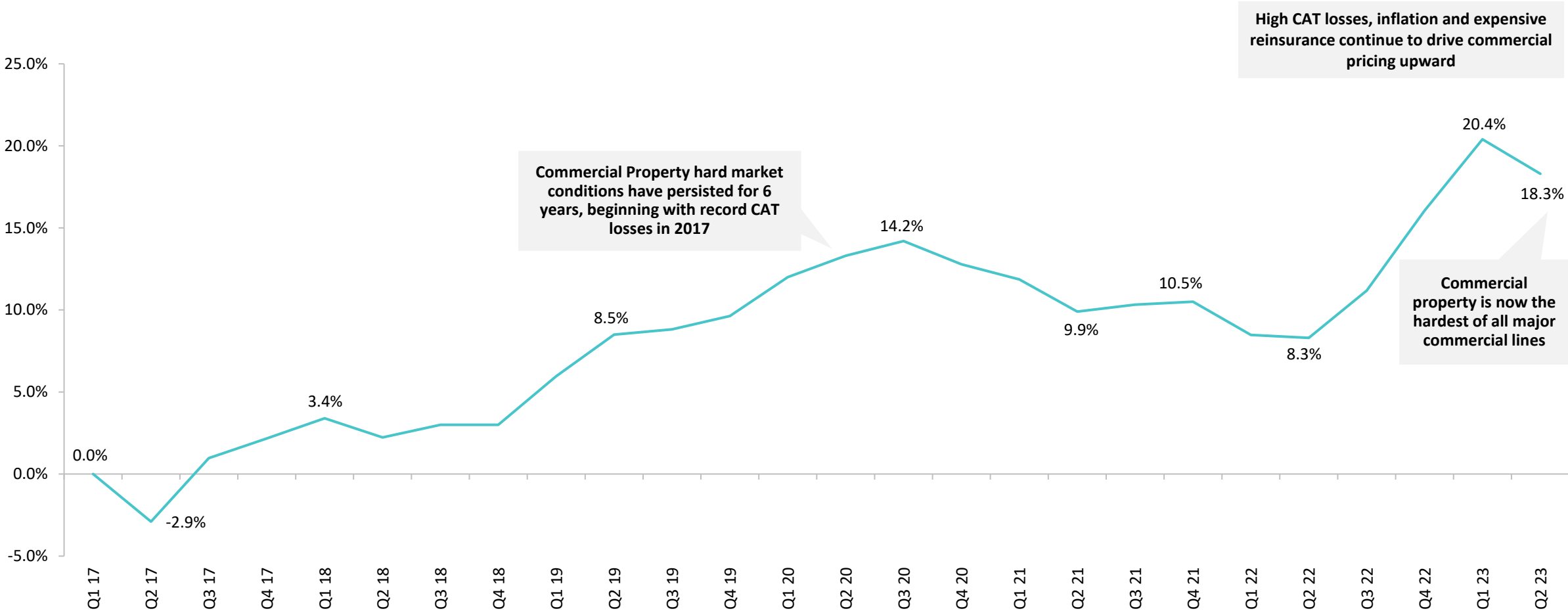
Millions of Acres Burned



\*2004 figures do not include data for North Carolina  
Sources: National Interagency Fire Center at: <https://www.nifc.gov/fire-information/statistics/wildfires>



# Commercial Property Premium Changes, 2017:Q1 – 2023:Q2

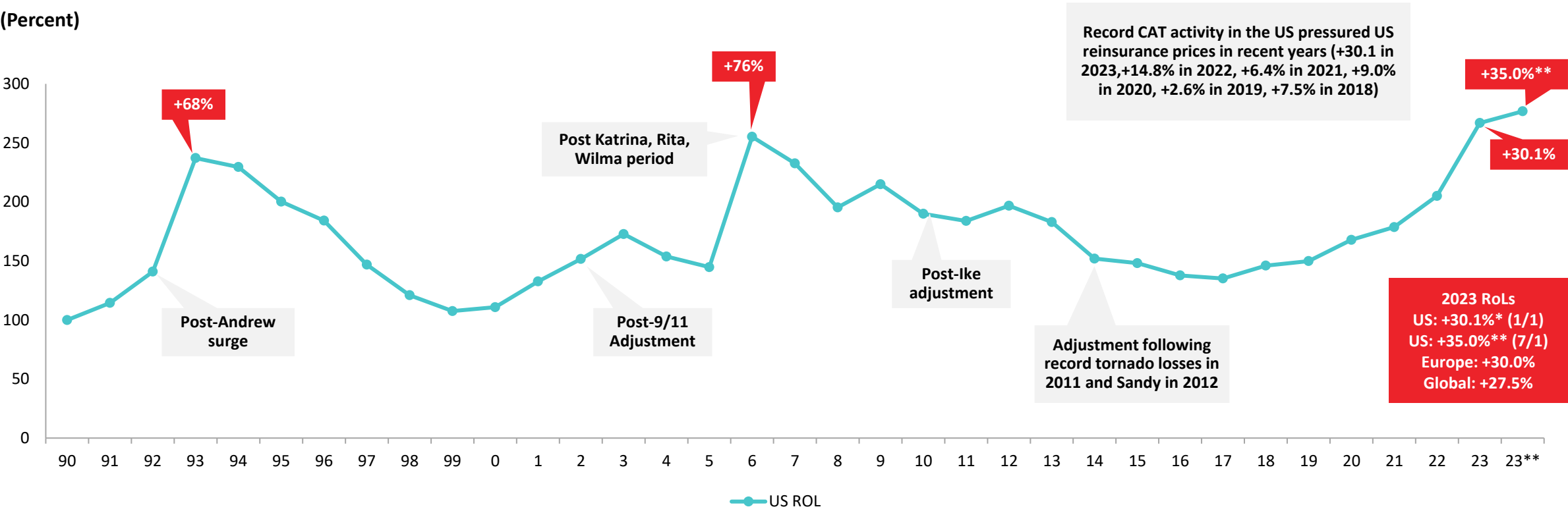


Source: Council of Insurance Agents and Brokers; USC Center for Risk and Uncertainty Management.





# US Property Reinsurance Catastrophe Rate-on-Line Index: 1990 – 2023\*



US Property-CAT Reinsurance Pricing Is Sensitive to CAT Activity and Ultimately Impacts Primary Insurance Pricing, Terms and Conditions.

\*As of January 1 each year.  
\*\*35.0% figure is the change in reinsurance rate for period from January through July 2023 relative to Jan. 1, 2022.  
Source: Guy Carpenter; Artemis.bm accessed at: <http://www.artemis.bm/us-property-cat-rate-on-line-index>



# Trend and Valuation

## Construction Inflation & Claims

### Construction Cost Trends

Inflation has subsided some this past quarter and the nation is gearing up for the CHIPS/Science Act and the Infrastructure Investment and Jobs Act. Still, concerns remain about construction costs, with one of the biggest issues in the US being the extreme labor shortage (roughly 650,000 workers) slowing completion of construction projects from residential homes to infrastructure to hospitals.

### Inflation & Claims

Property insurance, which is sensitive to inflation and rising construction costs, had an estimated 6-13% increase in claims payouts in 2022, with an additional 3.5-10% hike expected for 2023.

### Construction Cost Trends

Property insurance, which is sensitive to inflation and rising construction costs, had an estimated 6-13% increase in claims payouts in 2022, with an additional 3.5-10% hike expected for 2023.

## July 2023 Construction Cost Trends

10.6%

BLS: Construction Cost

2.9%

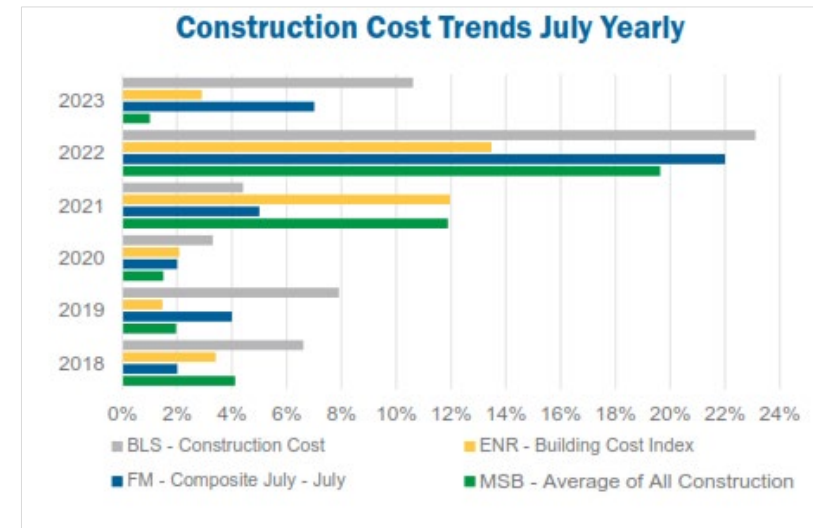
ENR - Building Cost Index

7.0%

FM – Composite July – July

1.0%

MSB - Average of all Construction



- Inflation has created new challenges for insureds and carriers
- The insurance industry is faced with record increases in property claim costs, combined with increases in the time required to resolve claims.
- Not indexing for inflation impacts the delta between replacement cost and property claims costs

[WWW.cbiz.com/valuation](http://WWW.cbiz.com/valuation)

# Increasing Impact on Liability Market

 <p><b>Reduced Capacity</b> reinsurer withdrawals have been significant over the past two years</p>	 <p><b>Litigation Financing</b> continues to drive large claims. Funding increased \$3.5B in 2022.</p>	 <p><b>Plaintiff Attorney Strategies</b> specialization and strategies have evolved to get larger verdicts and settlements.</p>	 <p><b>Hyper Social Inflation</b> 1.7b award given in Missouri on October 31, 2023 for conspiring to inflate real estate commissions and will triple to 5.3b under US antitrust law.</p>	 <p><b>Labor Shortage</b> everyone is doing more with less</p>	 <p><b>Reviver Legislation Amendments</b> A rise in Sexual Abuse and Molestation claims and settlements</p>	 <p><b>Law Enforcement</b> Increased focus on policing policy and procedures as well as pressure on Qualified Immunity</p>
 <p><b>Auto Liability</b> Frequency &amp; Severity of losses has returned to pre COVID figures</p>	 <p><b>Underwriter Scrutiny</b> reinsurers are seeking to grow prudently and are maintaining a disciplined, conservative underwriter approach.</p>	 <p><b>Inflation</b> Rising cost are increasing the size of claims</p>	 <p><b>Exclusions</b> continued restrictions surrounding sexual abuse, Wildfire Exclusions, COVID, cyber, opioids, man made chemicals (PFAS) and Biometric Identifiers (new focus)</p>	 <p><b>Emerging Risk</b> New Technologies such as AI, Telematics, Biometrics and machine learning systems risks are not fully understood given historical information Environmental risks relative to climate change are substantial Growing concerns around mental health impacts including impact on productivity, access to care, medical inflation and the steady rise of healthcare costs</p>		

# Leading Casualty Concerns



## People Experiencing Homelessness

### 01

#### As cost-of-living increases, so too does homelessness

- Decreased affordability driving current increases
- 11% increase in homelessness in 2023

### 02

#### Increased drive to provide housing

- Grants and Vouchers
- Creating Tiny Home Villages
- Purchasing distressed housing/hotels to repurpose

### 03

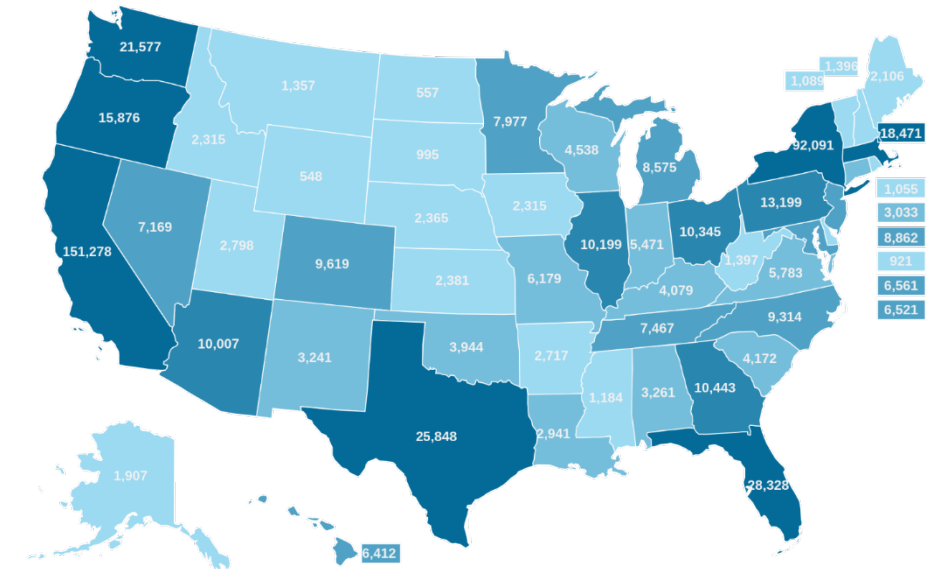
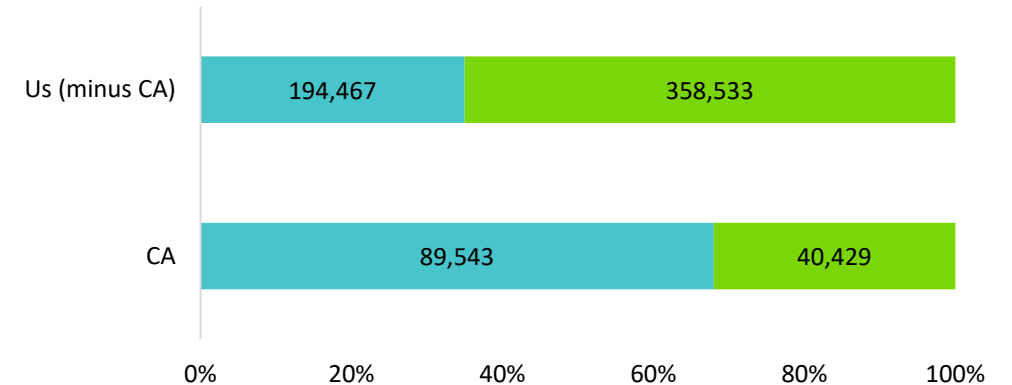
#### Public Entities seek partnerships

- State, County and City unify efforts to address homelessness
- Partner with Private/Non-Profit agencies to provide operations

### 04

#### Greater housing needs

- In order to address the unhoused, more housing is needed.
- Martin v. Boise - The ruling held **that cities cannot enforce anti-camping ordinances** if they do not have enough homeless shelter beds available for their homeless population.



# Leading Casualty Concerns



## Legislative Risks

Underwriters evaluate risks based on the current legal framework, but if the framework changes, such as a lifting of the statute of limitations, carriers may be exposed to risks they did not consider at the time of contract issuance.



## Example: California Assembly Bill 218

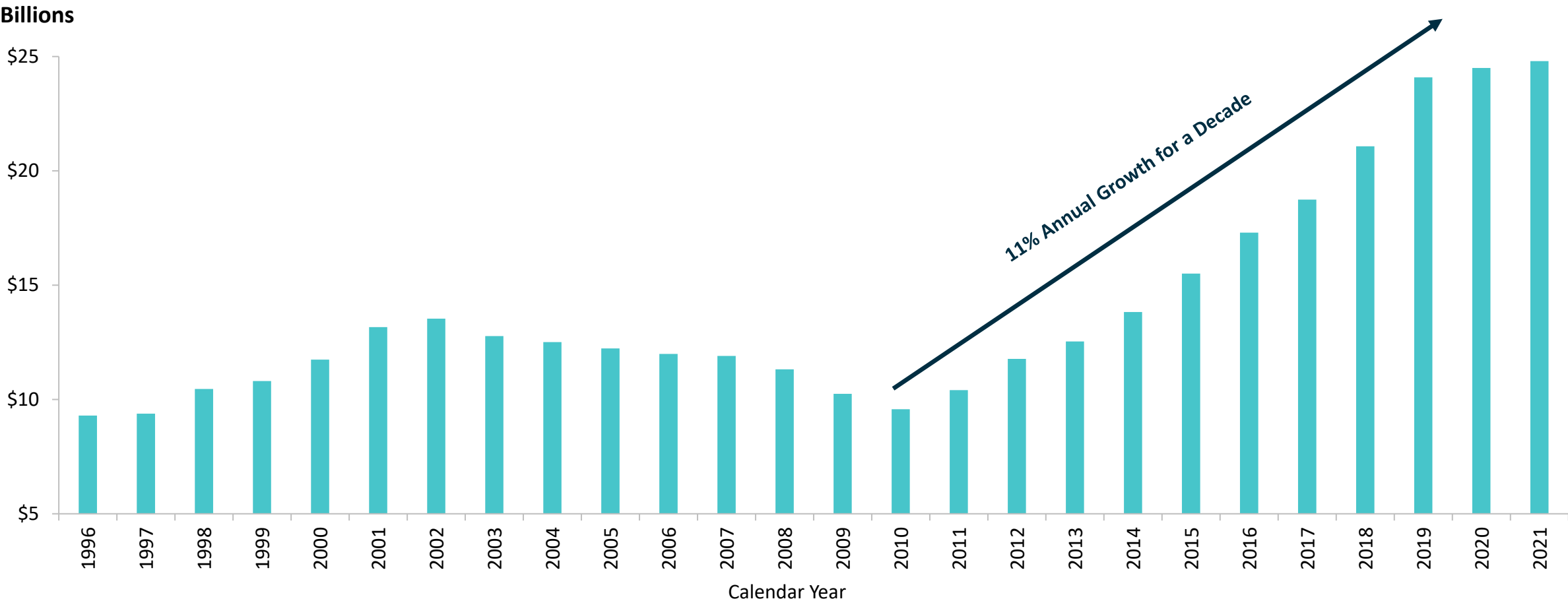
Previous statute limited a survivor to make a claim within three years of the event, or by age 26. AB218 changed statute in 2020 to allow survivors to claim within 5 years of the date of discovery, or by age 40, whichever comes later.



For insurance carriers or self-insured entities, this legislative change directly results in 'opening' old coverage periods that otherwise seemed dormant.

Carriers may seek policy language that would limit coverage to the legal framework at the time of policy issuance.

# Upward Trend in Liability Claims



Sources: NAIC data sourced from S&P Market Intelligence; Insurance Information Institute.





# Social Inflation: Many Interrelated Causes, Difficult to Manage



## INSURANCE CLAIM COSTS



Increasing Propensity to Sue



Size of Jury Awards



Courts/Juries Favoring Plaintiffs



Growing Distrust of Large Corps.



Litigation Financing



Aggressive Plaintiff Bar Ads



Changes in Regulatory and Legal Environment

## TOP VERDICT CATEGORIES

Dollar Value of Top 100 verdicts by cause of action, in millions.

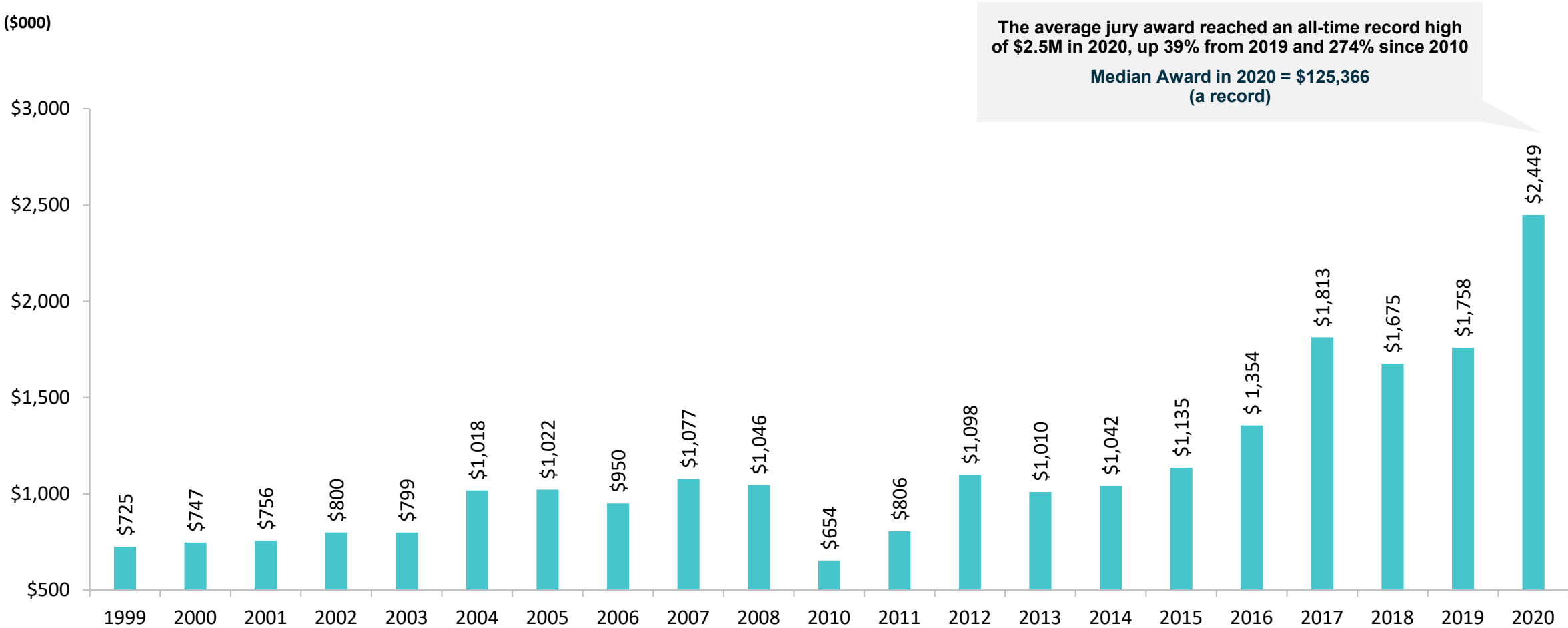
2022			
<b>\$30,844</b> Worker/workplace Negligence	<b>\$18,726</b> Intellectual property	<b>\$13,131</b> Products Liability	<b>\$5,710</b> Intentional Torts
<b>\$2,417</b> Motor Vehicle	<b>\$2,404</b> Employment	<b>\$2,255</b> Professional Negligence	<b>\$1,553</b> Medical Malpractice
<b>\$1,332</b> Business Law	<b>\$1,160</b> Toxic Torts		

Source: Risk and Uncertainty Management Center, Univ. of South Carolina, adapted from Verisk “Social Inflation” presentation (2020); VerdictSearch. Figures are rounded to the nearest \$1 million.

Source: VerdictSearch. Figures are rounded to the nearest \$1 million



# Average Jury Awards, 1999 – 2020 (latest available)



Source: Jury Verdict Research; *Current Award Trends in Personal Injury* (61<sup>st</sup> Edition), Thomson Reuters; Risk and Uncertainty Management Center, Univ. of South Carolina.



# The Nation's Judicial Hellholes: 2021/2022



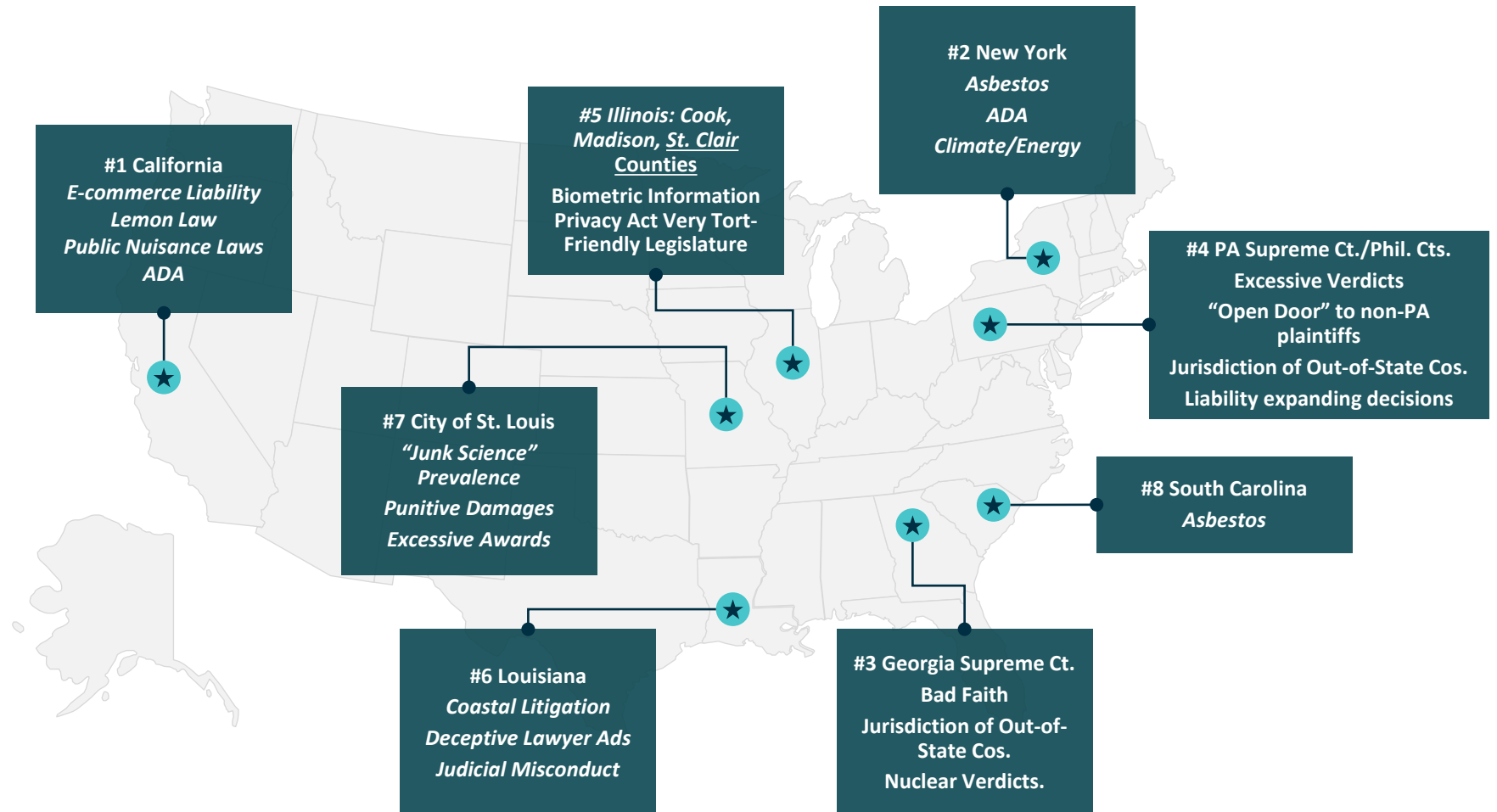
## Watch List

- Florida Legislature
- Colorado
- TX Ct. of Appeals
- Minnesota
- Maryland



## Dishonorable Mention

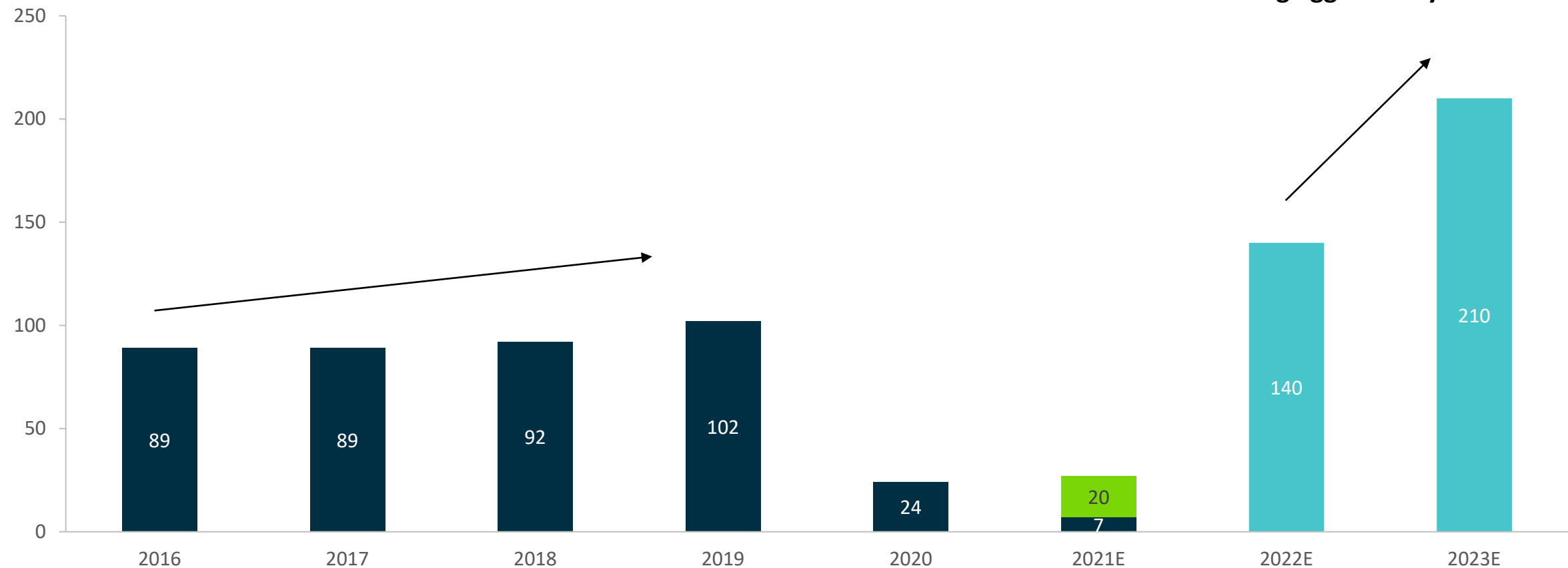
- American Law Inst.
- FL Appellate Ct.
- KY Atty. General
- Ohio
- Utah Supreme Ct.



Source: American Tort Reform Association; Risk & Uncertainty Management Center, University of South Carolina.

# The Court Backlog

Court cases with verdicts above \$20mn



Source: Verdict Search, Inside P&C



# Evolving Law Enforcement Environment

## Officer Involved Fatal Shootings



# Law Enforcement Liability – Troubling Trends

There has been a clear increase in LEL claim severity between 2016 and 2022:

## 01

**Average indemnity paid** in a LEL claim has **increased almost 2.5 times** between 2016 and 2022.

## 02

The severity trend is driven by the highest exposure claims. While there is a steady increase in indemnity seen for the average LEL claim, the acceleration of severity trending is **much more pronounced in the top 10% of LEL exposures.**

## 03

**Highest severity level claims has increased 5x between 2018 and 2023**, representing 5% of the LEL book in 2017 and increasing to 25% in 2022.

## 04

The probability of experiencing a claim with a **payout of \$500k or more is over 6x higher in 2022 than in 2016**, and there is a **50% increase in the likelihood of seeing a claim with a value of \$1M or more.**

## 05

This increase in severity has had a significant impact upon umbrella/excess liability level claim activity

- Claim counts for resolved umbrella claims **doubled** between 2017 and 2022
- Average indemnity **paid increased over 9x** between 2017 and 2022

## 06

Attorney representation has **increased 7%** between 2016 and 2022.

**Three quarters** of all LEL Claims are attorney represented matters

# Law Enforcement Liability – What Carriers are Monitoring



## Underwriter Scrutiny

- Weapons qualification, including the use of personal weapons on the job and appropriate certification
- Mental health co-response/response protocols
- Prior complaints against officers/involvement in prior excessive force claims
- Police pursuit policies
- PIT/TVI activity
- Legislative changes impacting law enforcement
  - Changes in certification/training requirements
  - Qualified immunity impact
  - Creation/expansion of state constitutional laws that could shift claim activity from the federal to state court system



## Patrol Operations

- Early intervention programs
- Weapons qualification
- Accountability



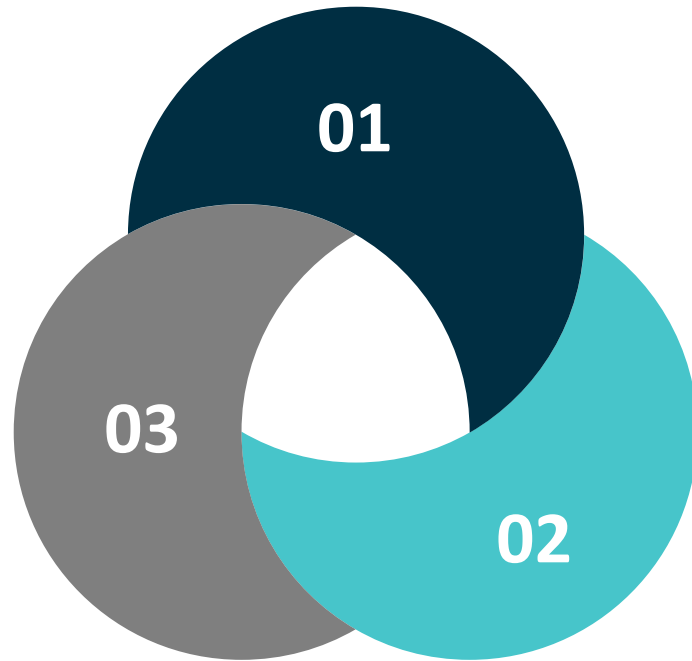
## Jail Operations

- Intake process
- Medical services-contracted/in-house
- Use of body cameras
- Supervision & management

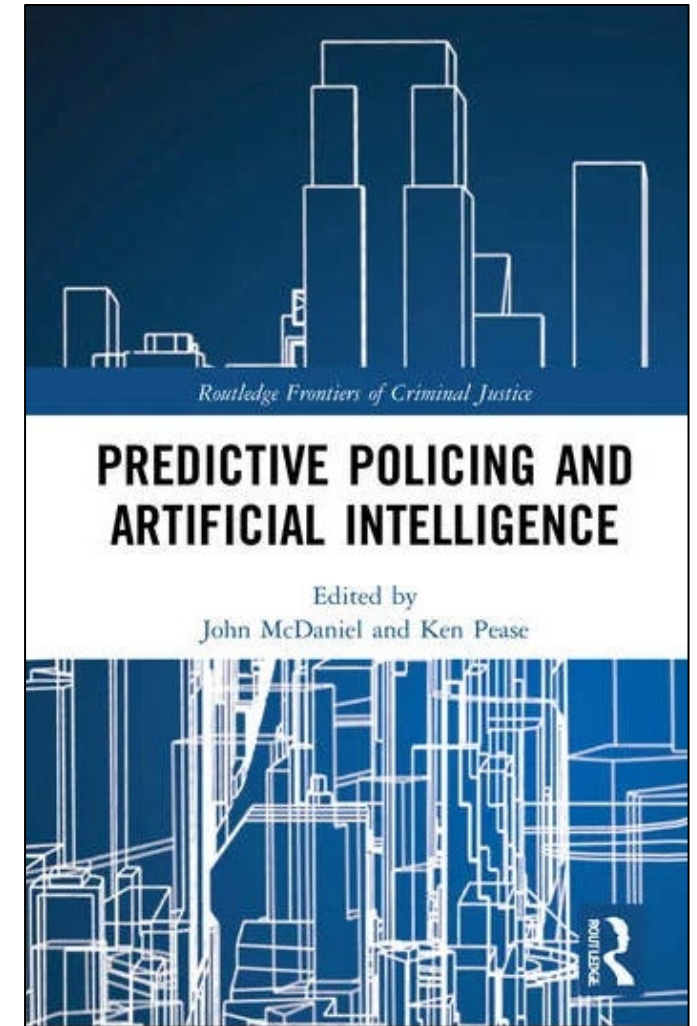
# AI in Law Enforcement

“Man alleges wrongful arrest as a result of facial recognition mishandling | GMA<sup>1</sup>”

“For example, officers will need to know how to proceed if they pull over a vehicle being driven autonomously for a traffic violation.<sup>3</sup>”



“Past information about crime can be used as material for machine learning algorithms to make predictions about future crimes...<sup>2</sup>”



1. Randal Quran Reid, a Georgia man, is suing law enforcement after being wrongly arrested due to faulty facial recognition technology

2. Article: What Happens When Police Use AI to Predict and Prevent Crime?

3. Article: Study Highlights Complicated Relationship Between AI and Law Enforcement



# State of the Cyber Market -



## Europe May Surpass the United States as the Most Targeted Region for Ransomware

Ransomware continues to have a significant impact on businesses across the globe. While reports show that the U.S. is the country most targeted by ransomware attacks worldwide,<sup>1</sup> small indicators show that ransomware activity is decreasing in the United States and growing in other regions.<sup>2</sup> In Europe, the number of victims is increasing, and if that increase continues, Europe will likely become the most targeted region in 2023. The United States has been very outspoken on policies, sanctions and the potential of a response in the cyber domain concerning ransomware and other attacks. However, it is hard to conclude if the more aggressive stance on ransomware actually deters attacks.

Cyber Liability insurance providers continue to require clients to have better controls around cyber exposure. Implementation of MFA, use of EDR tools and strong backup policies are now requirements for most insurance carriers.



## More Attacks by Non-Organized Attackers and Non-Nation State Attackers

In 2023 we expect to see more intrusions conducted by non-organized attackers and non-nation state attackers. More of the threat actors operating out of North America and Europe will likely be younger, and conducting intrusion operations not because they're interested in making money specifically or that governments have tasked them with doing it, but because they want to be able to brag to their friends or boast online that they've hacked into and brought embarrassment to prominent organizations. While they will be happy to achieve financial gain, that may not necessarily be their lead motivation.

Cyber liability pricing leveled off in 2023, particularly on primary layers. Excess layers is where we are seeing more significant decreases as underwriters lower their rates on line closer to historical norms.



## More Extortion, Less Ransomware

Historically, cyber criminals have used ransomware to monetize access into a victim's network. Due to several high-profile and visible breaches last year, organizations see mitigating brand damage as a much more compelling reason to pay a ransom than regaining access to encrypted systems. Over the next year, we will continue to see criminals rely on extortion, but actual ransomware deployments may decline. Ransomware-as-a-service(RaaS) providers will modernize their software to focus on data exfiltration and 'leak sites' for public shaming.

We are still seeing increases over expiring for clients with losses, poor cyber hygiene, or higher exposures. While lower than the 2021-2022 increases, we are seeing increases on average, anywhere from 5-15% depending on the particulars of a given risk.

Clients with unfavorable controls will continue see modifications to their program. Carriers will exclude cyber extortion, impose co-insurance, or exclude coverages like computer hardware replacement, and reputational loss.

# The Big Four 2023



## Iranian Escalation

Mandiant expects that Iranian cyber espionage groups will continue to conduct widespread intelligence collection activity, particularly against government and Middle Eastern targets, as well as telecommunications, transportation and other entities. We anticipate Iranian threat actors' continued willingness to use disruptive and destructive cyber attacks to remain elevated, absent a significant change to Iran's current international isolation.



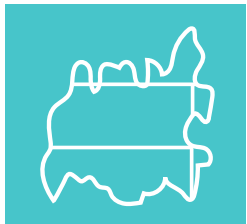
## Chinese Cyber Assertiveness

Chinese cyber espionage poses a high-frequency and high-magnitude threat to organizations globally, both in the public and private sectors. Key drivers of Chinese cyber threat activity will include territorial integrity and internal stability, regional hegemony, and expanding global political and economic influence. Cyber espionage and information operations activity in support of China's national security and economic interests will continue to escalate. In 2022, a pro-People's Republic of China (PRC) information operations campaign directly targeted commercial entities in an industry of strategic significance to Beijing.<sup>3</sup> We consider this broader targeting of private sector entities to be notable, and we may see global competitors to Chinese firms in other industries targeted by such information operations.



## North Korea Desires Revenue and Intelligence

We assess with high confidence that North Korea will continue to pursue operations that support the regime with both revenue streams and strategic intelligence. International political and economic isolation along with public health challenges will likely inform North Korean cyber espionage against diplomatic, military, financial and pharmaceutical targets. We expect activity to be focused primarily on South Korea, Japan and the United States, with operations also noted in Europe, the Middle East and North Africa, and South Asia.



## Russia Cyber and Invasion of Ukraine

Russia's invasion of Ukraine created unprecedented circumstances for cyber threat activity. This likely is the first instance in which a major cyber power has conducted disruptive attacks, cyber espionage and information operations concurrently with widespread, kinetic military operations. Mandiant anticipates future disruptive attacks in Ukraine and suggests that they are likely to be accompanied by concurrent information operations. We expect that Russia's willingness to use disruptive tactics as well as false or coopted hacktivist fronts—to claim credit for data leaks and data destruction—to increasingly expand outside of Ukraine and its immediate neighbors.

## Cyber Market – Cyber Liability Claims Trends



Ransomware losses continue to be a major concern, as it is the #1 cybersecurity threat to all businesses



MetaPixel and Movelt claims have skyrocketed and as such, underwriters are adding exclusions to those without sufficient controls



Select U.S. markets have begun inserting 'widespread event' or 'catastrophic first party loss' exclusions on their renewals



As the war in Ukraine continues, London underwriters are all deploying proprietary/Lloyd's war exclusion language

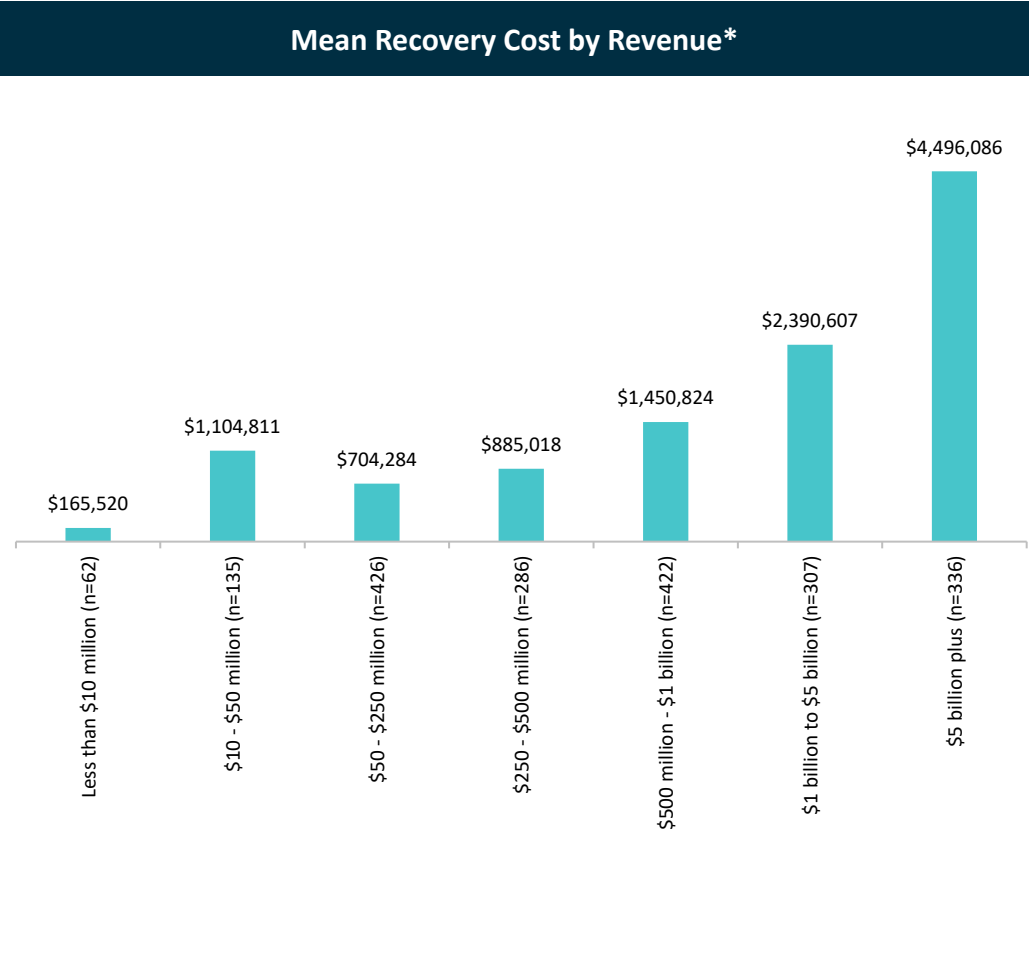
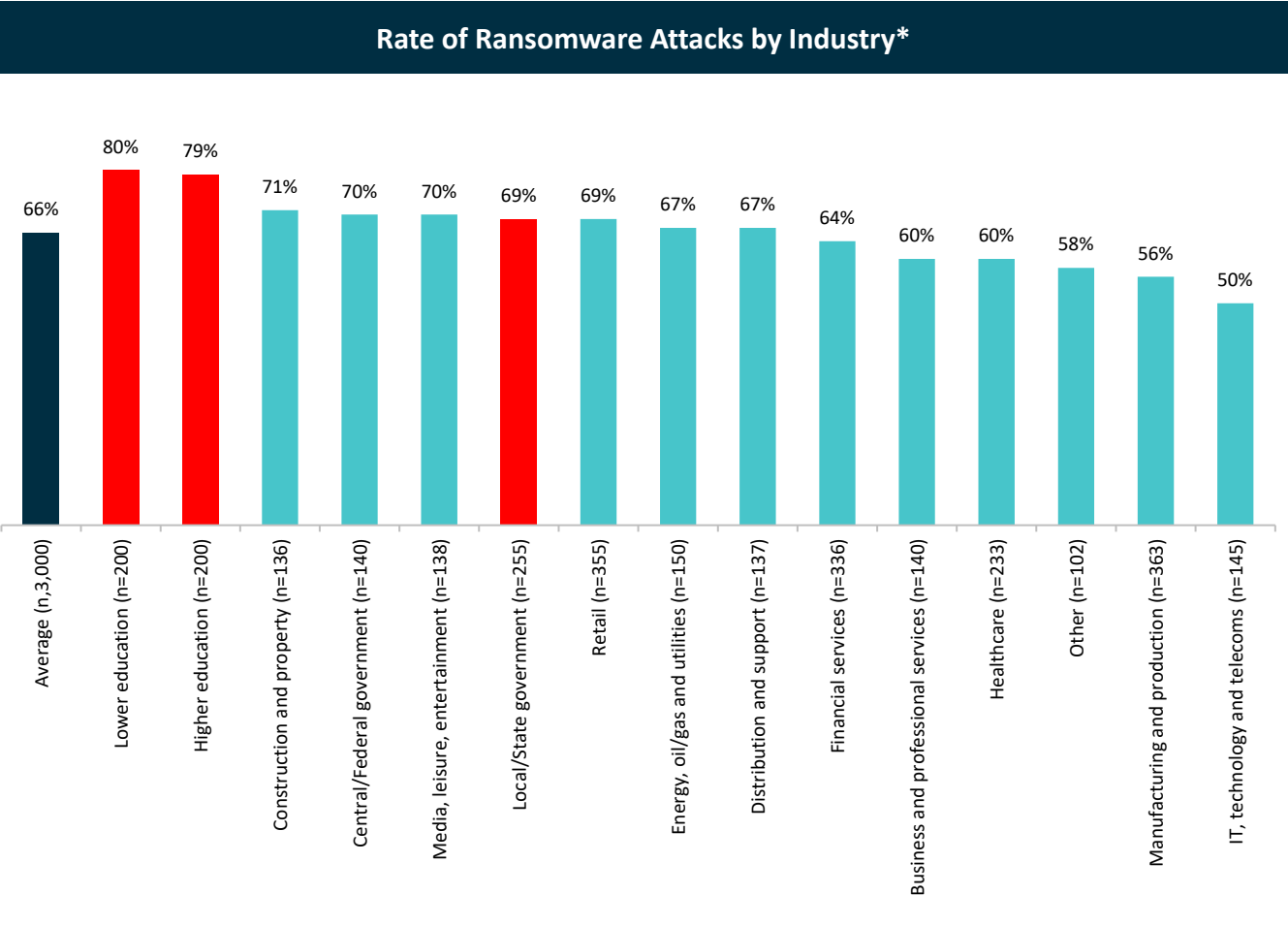


Despite some groups conducting politically-motivated ransomware and data extortion attacks the vast majority of ransomware and data extortion attacks continue to be financially motivated. Fewer of these attacks involve encryption (locking) of data compared to years past



Expected increase in state and federal regulations and cyber related enforcement actions

# Cyber Loss Trends – Ransomware Activity



\*Sophos State of Ransomware 2023



# Cyber Loss Trends – Ransomware Activity



## Ransomware Activity – Historical Review and Thinking Forward\*



## Increase in Severity of Ransomware Attacks\*



### Ransomware Continues to Trend Up

- **101.84% increase** from August 2022 to May 2023
- 2023 brought mass exploitation vulnerabilities supporting this (ESXiArgs, CLOP data theft)



### 2022 Ransomware Activity is Abnormal

- Russian invasion of Ukraine had significant impact
- Ransomware frequency/severity in 2022 remains an abnormality



### Increase in Average Initial Ransom Demand

- 2023: \$2 million
- 2022: \$1.04 million
- 2021: \$1.4 million



### Increase in Average Ransom Payment

- 70% increase from 2022
- 36% increase from 2021
- Stable in 2023

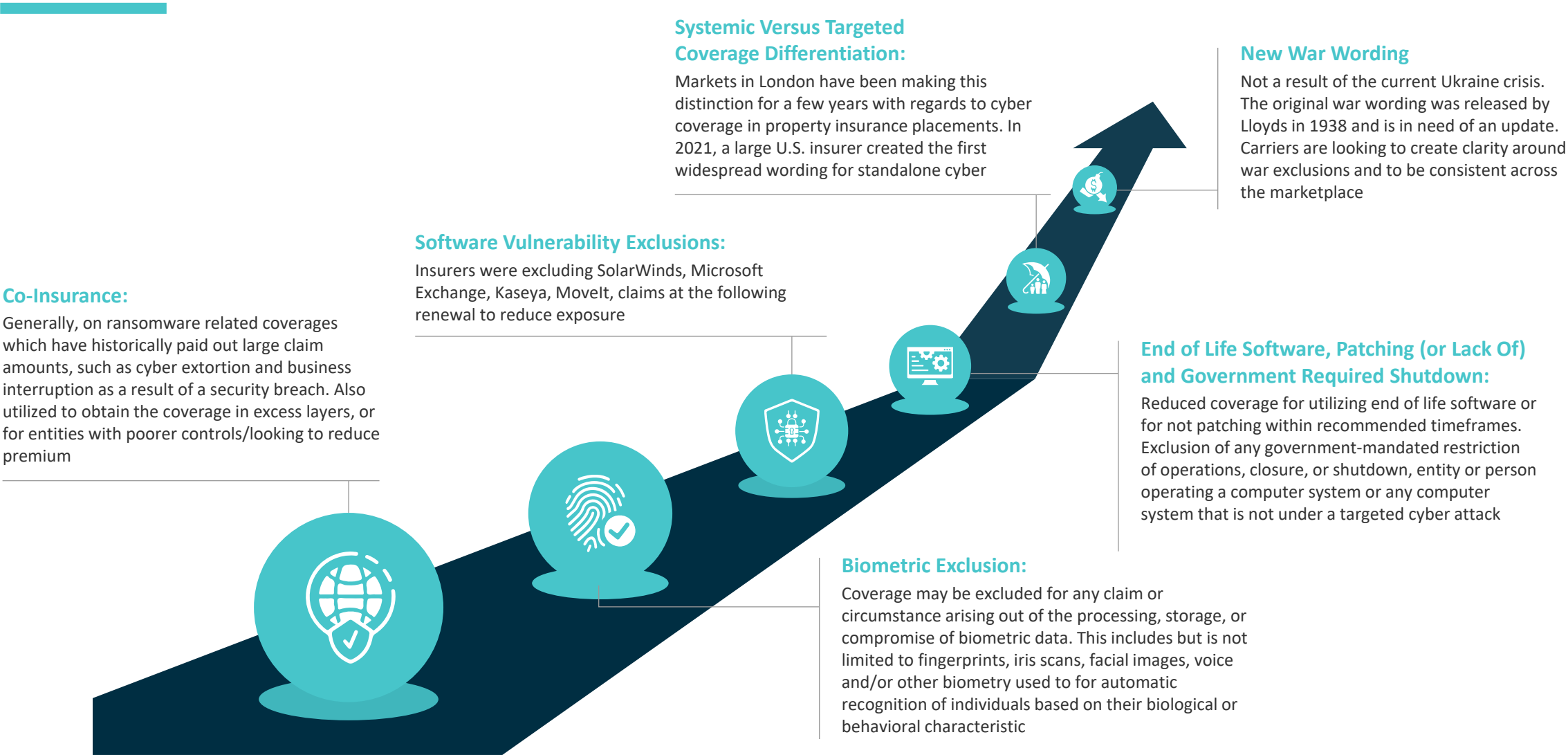


### Increase in Total Ransom Paid

- Record number of ransom amount paid to threat actors
- Total ransom amount paid mirrors the number of active leak sites.

\*Sophos State of Ransomware 2023

# Cyber Insurance Wording Changes

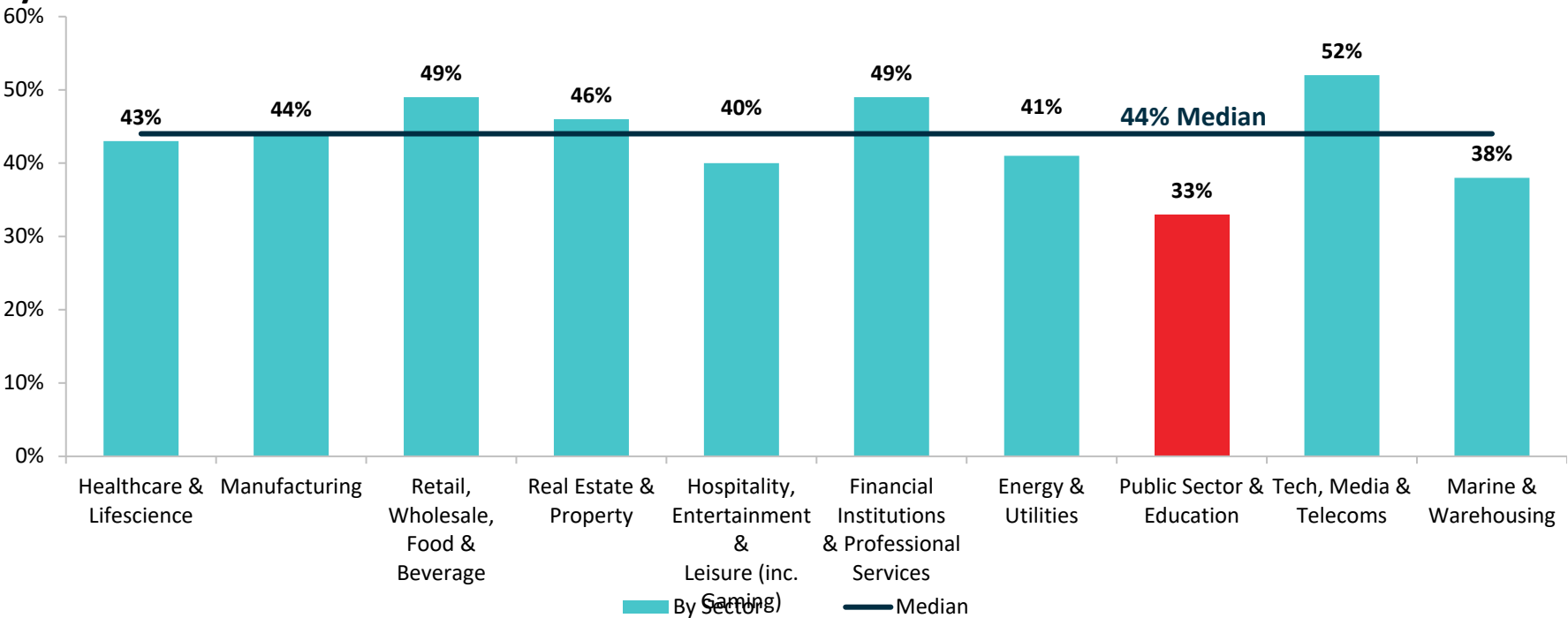


# Targeting Public Entities

## Security standards across the marketplace:

- Multi-factor authentication
- Well managed end point detection
- Well managed RDP connections – VPN, MFA, etc.
- Back Ups
- Planning and Training (and Frequency)
- Reasonable patching schedule/plan
- Plan or adequate measures in place to protect end of life software
- IT Security Budgets
- Email Security
- Identity Access Management
- Service Account Management

## Sector view on resilience to cyber risk



Percentage of US and UK companies feeling 'very prepared' to anticipate and respond to cyber risk in 2021.  
Median line indicates the mid-point of the data set across all industries surveyed.

As a result, many markets are revisiting their appetite for new Public Entity cyber



# The Ransomware Epidemic



Ransomware surged in recent years, and there is no foreseeable slowdown. All industry segments were impacted. Manufacturing and professional services were particularly hard hit, followed closely by healthcare, education, and government entities.



Estimated global damage from ransomware.

2018	2019	2021
\$8 Billion	\$11.5 Billion	\$20 Billion
2024	2028	2031
\$42 Billion	\$157 Billion	\$265 Billion



# Toward the Future

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## Liability Renewal Outlook

### Excess liability continues to be a challenge



#### Specific Problem areas:

- Aggregate limits – Many carriers are looking to cap their exposure on pool programs
- Attachment point/Retentions are being closely examined
- Underwriter scrutiny on Law Enforcement and Sexual Abuse/Misconduct coverages
- Emerging Exclusions: PFAS, Biometric Identifiers, Legislative



Insurers reporting loss cost increases in the 10-15% rate. Pricing will be based on losses and jurisdiction



Engage incumbent carriers early to gain commitment on renewal. Seeking face time with underwriters for complex risks.

# Property Renewal Outlook



## Continued scrutiny of data (SOV, COPE, ITV with Increased Construction Cost)

- *Must go to market with a compelling narrative*



## Increased retentions and caps on certain types of exposure

- *Windstorm & Severe Convective Storm*



## Rate increases expected and highly dependent on Wind Season, Reinsurance Market and individual client losses



## Underwriter submission activity remains high – imperative to engage early and access global market

- *For the first time in a number of renewal cycles, there are a few new markets writing in the property sector*
- *Many London markets are targeting premium growth in the 20-30% range, including increased rate on renewal business and inflation*



## Regional Underwriting: Property markets are affected differently across the nation.

- *e.g., West: Wildfire/Earthquake, East: Hurricanes, Midwest: SCS, etc.*



## Unknown impact of RMS v23

- *Atlantic wind model expected to show an average 5%-10% uplift to aggregate industry modelled losses –for some areas, could be as much as 20-30%*
- *The most significant changes are to the Florida/Gulf/Southeast areas and commercial exposures*
- *Most carriers, however, are still testing/trialling this version*
- *Anticipated influence on insurer aggregates and pricing likely not fully realized until early 2024*



## Public Entity Space dislocation – leaving buyers underinsured





## Property Outlook: Tier 1/ CAT Expose/ Loss Driven

- We are seeing markets exit certain occupancies (specifically in Tier 1 driven areas) walk away from accounts that have been either largely unprofitable or seen as “aggregate eaters”
- Given the \$180B+ in Named Windstorm losses insurers have taken the last 7 years from states located in Tier 1 areas, **we are seeing several of the same trends for Florida renewals (i.e., lowering limit, increased retentions, etc.) being applied to other Tier 1 accounts**
- Accounts that rely on significant capacity from the reinsurance markets will be a challenge to completely fill out
  - Some Insureds are electing to take a stake in their property programs where capacity is deemed to either be unfairly priced or unavailable altogether – particularly in excess positions.
- For those accounts that don’t necessarily cause significant issues from a modeling/CAT peril perspective, but still have had their fair share of losses, capacity will be available to complete and possibly supply insureds with different options, albeit it will come at an increased cost than in years past.
  - Pressure will be applied on deductibles as carriers look to move themselves from ‘attritional’ losses and frequency issues.
- Insureds whose exposures fall into this “tier,” should still expect significant pressure on rate (**25% - 30% on Coastal risks; 50% or more on loss-impacted portfolios**, depending on the specifics of the risk profile).

# Property Reinsurance Rate Movements as of 1/1/23

Territory	Pro rata commission	Risk loss-free % change	Risk loss-hit % change	Catastrophe loss-free % change	Catastrophe loss-hit % change
Australia	-5.0% to -2.5%	+5% to +15%	+15% to +30%	+10% to +20%	+25% to +45%
Canada	-4% to -2%	+10% to +20%	+20% to +35%	+12% to +25%	+20% to +40%
Central & Eastern Europe	-1.5% to 0.0%	+5% to +20%	+20 to +35%	+10% to +30%	+20% to +50%
China	-4% to -1%	+15% to +30%	n/a	+20% to +30%	n/a
Europe	n/a	+20% to +30%	n/a	+25% to +40%	n/a
France, Belgium	n/a	+10% to +20%	+20% to +30%	n/a	+25 to +60%
Germany, Switzerland, and Austria	n/a	+25% to +60%	n/a	+25% to +60%	n/a
Italy	n/a	n/a	+5% to +25%	+7.5% to +20%	+10% to +35%
Indonesia	-2.5% to 0%	+5% to +20%	+30% to +40%	+5% to +20%	+30% to +40%
Korea	-10% to -5%	n/a	+50% to +100%	+15% to +20%	+50% to +100%
Latin America	-7% to 0%	0% to +12%	+10% to +25%	+7% to +35%	+10% to +45%
MENA, South Africa	-3% to 0%	+5% to +10%	+10% to +25%	+15% to +30%	+30% to +50%
Malaysia	-9%	+20% to +25%	+25% to +100%	+20% to +25%	+25% to +100%
Netherlands	-2% to 0%	+2.5% to +17.5%	+7.5% to +25%	+5% to +32.5%	+15% to +45%
Nordic Countries	n/a	+10% to +30%	+15% to +50%	+15% to 30%	+25% to +35%
Turkey	-5%	+20% to +50%	n/a	+20% to +50%	n/a
United Kingdom	n/a	+20 to +25%	+30% to +40%	+20 to +27.5%	n/a
United States	-6% to -3%	+15% to +25%	+35% to + 150%	+25% to +50%	+45% to +100%

Property reinsurance prices are up around the world, especially for CAT-loss hit accounts:+45% to 100% increases in the US



## Builder's Risk Outlook:

- Rates will continue to climb, specifically in regards to **Wood (Frame) construction projects**
  - The distance between buildings, GC history, and site security are several factors that can lead to improved pricing on this front.
  - The direct/standard marketplace remains the most aggressive in this sector.
- **General Note:** Rates will be higher if EQ exposed, High wind/hail score, wildfire, high crime score.
  - Also, if soft costs or delay in completion is needed, this will result in increased pricing for those values.
- **Terms will be tightening**
  - Water Damage claims continue to be the most frequent loss type within this market. Expect to see a continued pressure on these deductibles to be increased.
  - Theft & Vandalism deductibles could be applied for projects in high crime rate areas.
    - Site Security is now an industry standard with carriers requiring that projects be fenced, lighted, and locked with off hours security (3rd party centrally monitored security cameras).
- **Capacity**
  - Frame Capacity is **limited**, and markets are looking to limit line sizes for these type of projects.
  - Projects with Renovation/Existing structures have become ever more difficult to place due to the frequency and severity realized by the marketplace.
  - It now takes additional time to line up the amount of support needed to complete a placement.





## Cyber Renewal Outlook

# Leading insurers have indicated “We may have hit rate equilibrium”

### 2024 Forecast:

- 5 to 10% increases, at a minimum, for “good” risks; increases higher for “poor” risks with worse controls
- Overall capacity remains flat; no new entrants into the primary PE space
- Increased per-claim, self-insured retentions for poor security posture
- Potential coinsurance percentages added for ransomware if controls remain weak
- Ransomware limits holding steady



### Requirement to evidence security posture:

- MFA
- Data Backups
- Endpoint Detection Response (“EDR”)
- Employee Education & Training Programs

# Workers Compensation Leading Concerns



## Rate Expectations: Account Specific

### Trends to Watch:

- Increase in state legislative bills filed for Presumptive and PTSD benefits
- Opioid Epidemic
- Data analytics and AI emerging in claims handling
- Increased severity of workplace injuries
- Mental health exposures
- Medical marijuana
- Increasing Payroll's impact on premium



## Wage Inflation's impact on premiums & Medical Expense Inflation



## Underwriter Concerns: Per Occurrence exposure to CAT loss; rate adequacy; changes in the labor market



## Remote Work: Out of State employees & impact on productivity and compliance



## Investment Yield on Long Tail Coverage



Thank you!

Questions?

Please contact us if you would like a copy of this presentation.





# UTILIZATION REPORT



**NCCSIF**  
01/01/2023 - 09/30/2023

Private & Confidential

## UTILIZATION REPORT

### NCCSIF

January 01, 2023 - September 30, 2023 on New Files

#### UTILIZATION RATE SUMMARY

Type	Count	%	Serviced	%	Activities	%
EAP Files	35	68.6%	35	18.9%	380	86.6%
Information Calls	2	03.9%	2	01.1%	2	00.5%
Work/Life Files	7	13.7%	7	03.8%	12	02.7%
Organizational Service/CISD	5	09.8%	104	56.2%	4	00.9%
Member Portal Web Traffic	0	00.0%	35	18.9%	38	08.7%
Supervisor Referral	0	00.0%	0	00.0%	0	00.0%
Organization Consultation	2	03.9%	2	01.1%	3	00.7%
<b>Total</b>	<b>51</b>	<b>100%</b>	<b>185</b>	<b>100%</b>	<b>439</b>	<b>100%</b>

Count	Serviced	Activities
The total number of files: EAP, Organizational Services, Information Calls, etc. that fall within the reporting period.	The total number of service users within files along with Member Portal unique user visits that fall within the reporting period.	The total number of activities from files along with the total Member Portal visits that fall within the reporting period.

Population / Utilization Rate	1173
Annualized Rate for Count of all Files.	<b>5.81%</b>
Annualized Impact Rate of Total Serviced including Member Portal visits.	<b>21.09%</b>

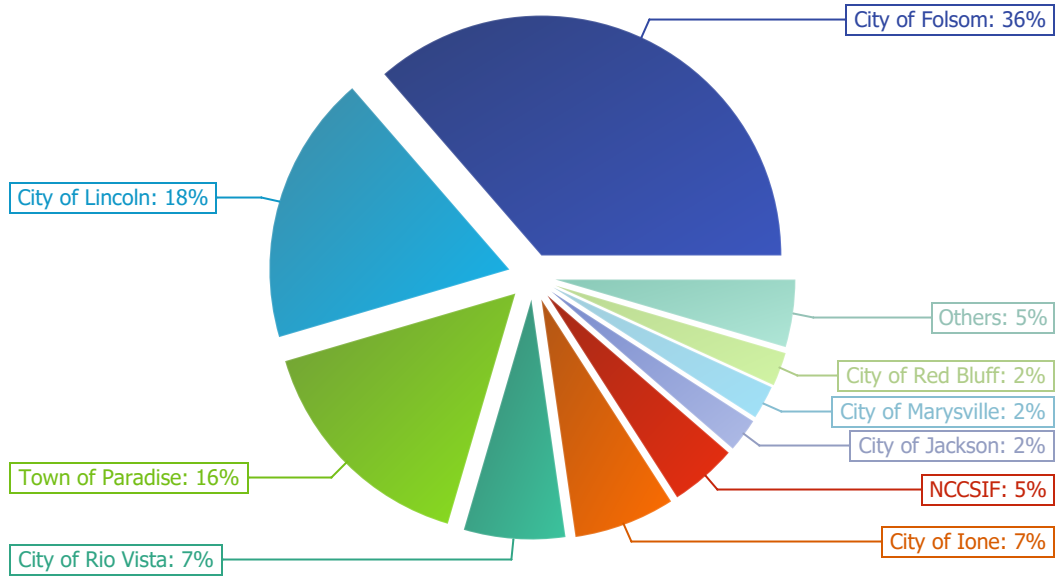
New/Ongoing Files Summary	
Total New Files	44

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Utilization Breakdown by Division



Utilization Breakdown by Division	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
City of Corning	1	6.67%	0	0.00%	0	0.00%	1	2.27%
City of Folsom	7	46.67%	5	50.00%	4	21.05%	16	36.36%
City of Ione	0	0.00%	0	0.00%	3	15.79%	3	6.82%
City of Jackson	0	0.00%	1	10.00%	0	0.00%	1	2.27%
City of Lincoln	5	33.33%	0	0.00%	3	15.79%	8	18.18%
City of Marysville	0	0.00%	0	0.00%	1	5.26%	1	2.27%
City of Red Bluff	0	0.00%	0	0.00%	1	5.26%	1	2.27%
City of Rio Vista	0	0.00%	0	0.00%	3	15.79%	3	6.82%
City of Willows	0	0.00%	0	0.00%	1	5.26%	1	2.27%
NCCSIF	1	6.67%	0	0.00%	1	5.26%	2	4.55%
Town of Paradise	1	6.67%	4	40.00%	2	10.53%	7	15.91%
Total	15	100%	10	100%	19	100%	44	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Client Type



Client Type	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Employee	10	66.67%	8	80.00%	17	89.47%	35	79.55%
Family Member	5	33.33%	2	20.00%	2	10.53%	9	20.45%
Total	15	100%	10	100%	19	100%	44	100%



# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Service Type



Service Type	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Counseling	12	100.00%	10	83.33%	13	86.67%	35	89.74%
In The Moment Clinical Support	0	0.00%	2	16.67%	2	13.33%	4	10.26%
Total	12	100%	12	100%	15	100%	39	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Work/Life Service



Work/Life Service	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Financial	1	50.00%	0	0.00%	0	0.00%	1	14.29%
Legal	1	50.00%	0	0.00%	5	100.00%	6	85.71%
Total	2	100%	0	0%	5	100%	7	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Primary Presenting Problem



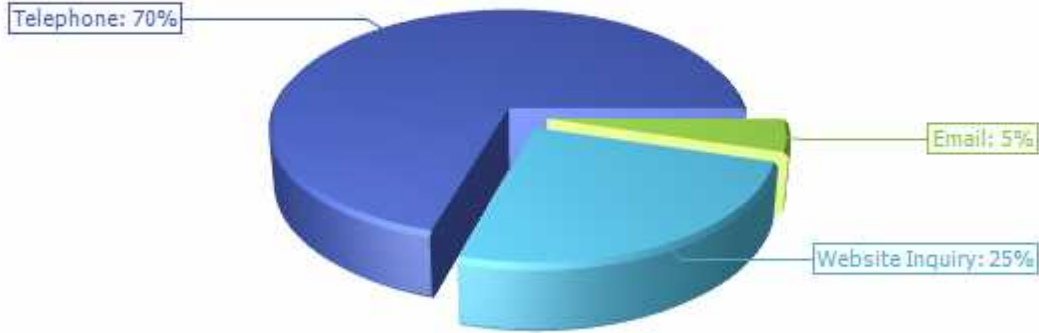
Primary Presenting Problem	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Anxiety Symptoms	0	0.00%	1	10.00%	1	5.26%	2	4.55%
Couples Issue	4	26.67%	1	10.00%	1	5.26%	6	13.64%
Depressive Symptoms	0	0.00%	1	10.00%	1	5.26%	2	4.55%
Emotional	0	0.00%	1	10.00%	3	15.79%	4	9.09%
Family Issue	1	6.67%	1	10.00%	0	0.00%	2	4.55%
Financial	1	6.67%	0	0.00%	0	0.00%	1	2.27%
Grief	1	6.67%	0	0.00%	1	5.26%	2	4.55%
Interpersonal Issue	0	0.00%	3	30.00%	2	10.53%	5	11.36%
Legal	1	6.67%	0	0.00%	5	26.32%	6	13.64%
OC - Crisis Management Planning	1	6.67%	0	0.00%	0	0.00%	1	2.27%
OC - Training Request	0	0.00%	0	0.00%	1	5.26%	1	2.27%
Parenting Issue	1	6.67%	0	0.00%	0	0.00%	1	2.27%
Stress	4	26.67%	2	20.00%	2	10.53%	8	18.18%
Work Related Stress	1	6.67%	0	0.00%	2	10.53%	3	6.82%
Total	15	100%	10	100%	19	100%	44	100%

## UTILIZATION REPORT

### NCCSIF

January 01, 2023 - September 30, 2023

#### How Did You Access Our Service



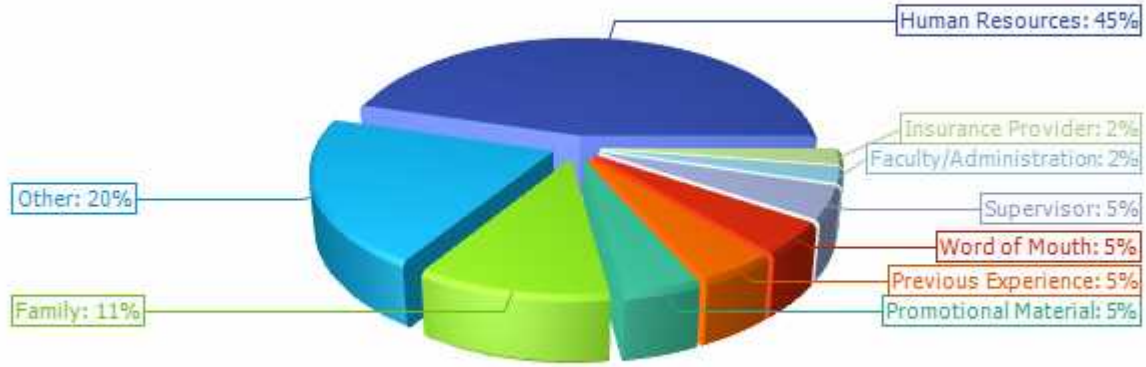
How Did You Access Our Service	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Email	1	6.67%	0	0.00%	1	5.26%	2	4.55%
Telephone	10	66.67%	9	90.00%	12	63.16%	31	70.45%
Website Inquiry	4	26.67%	1	10.00%	6	31.58%	11	25.00%
Total	15	100%	10	100%	19	100%	44	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### How Did You Learn Of Our Service



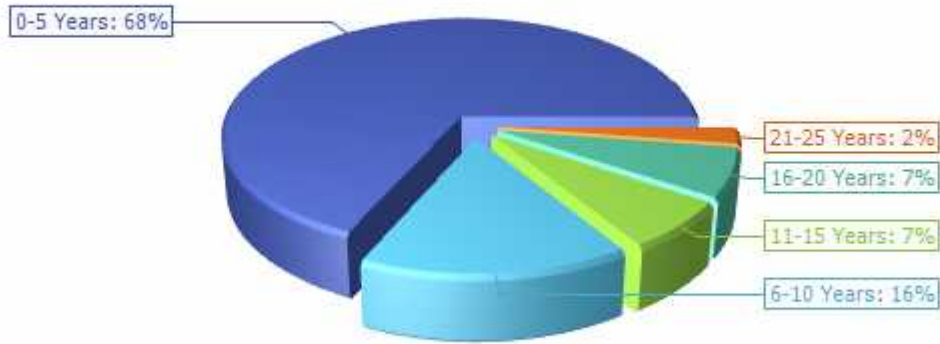
How Did You Learn Of Our Service	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
Faculty/Administration	0	0.00%	0	0.00%	1	5.26%	1	2.27%
Family	3	20.00%	1	10.00%	1	5.26%	5	11.36%
Human Resources	7	46.67%	1	10.00%	12	63.16%	20	45.45%
Insurance Provider	1	6.67%	0	0.00%	0	0.00%	1	2.27%
Other	1	6.67%	4	40.00%	4	21.05%	9	20.45%
Previous Experience	1	6.67%	1	10.00%	0	0.00%	2	4.55%
Promotional Material	0	0.00%	1	10.00%	1	5.26%	2	4.55%
Supervisor	0	0.00%	2	20.00%	0	0.00%	2	4.55%
Word of Mouth	2	13.33%	0	0.00%	0	0.00%	2	4.55%
Total	15	100%	10	100%	19	100%	44	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Years with Employer



Years with Employer	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
0-5 Years	10	66.67%	6	60.00%	14	73.68%	30	68.18%
6-10 Years	3	20.00%	1	10.00%	3	15.79%	7	15.91%
11-15 Years	1	6.67%	2	20.00%	0	0.00%	3	6.82%
16-20 Years	1	6.67%	1	10.00%	1	5.26%	3	6.82%
21-25 Years	0	0.00%	0	0.00%	1	5.26%	1	2.27%
Total	15	100%	10	100%	19	100%	44	100%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Member Portal Traffic Types



Member Portal Traffic Types	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
article	9	81.82%	5	83.33%	1	33.33%	15	75.00%
assessment	1	9.09%	0	0.00%	0	0.00%	1	5.00%
calculator	1	9.09%	1	16.67%	0	0.00%	2	10.00%
video	0	0.00%	0	0.00%	2	66.67%	2	10.00%
Total	11	100%	6	100%	3	100%	20	100%

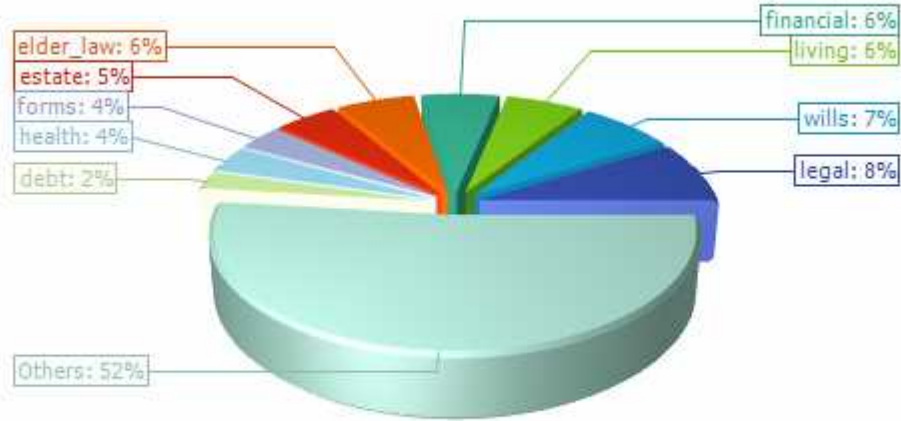


# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Member Portal Traffic Top Topics



Member Portal Traffic Top Topics	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
banking	1	2.27%	0	0.00%	0	0.00%	1	1.20%
body	1	2.27%	0	0.00%	0	0.00%	1	1.20%
budget	0	0.00%	1	3.85%	0	0.00%	1	1.20%
career	1	2.27%	0	0.00%	1	7.69%	2	2.41%
citizenship	1	2.27%	0	0.00%	0	0.00%	1	1.20%
cognitive	1	2.27%	0	0.00%	1	7.69%	2	2.41%
consumer_safety	1	2.27%	0	0.00%	0	0.00%	1	1.20%
COVID-19	0	0.00%	1	3.85%	0	0.00%	1	1.20%
credit	2	4.55%	0	0.00%	0	0.00%	2	2.41%
debt	2	4.55%	0	0.00%	0	0.00%	2	2.41%
disaster	0	0.00%	0	0.00%	1	7.69%	1	1.20%
discrimination	0	0.00%	0	0.00%	1	7.69%	1	1.20%
elder_law	2	4.55%	3	11.54%	0	0.00%	5	6.02%
emotional_wellbeing	1	2.27%	0	0.00%	0	0.00%	1	1.20%
end_of_life	1	2.27%	0	0.00%	0	0.00%	1	1.20%
estate	2	4.55%	2	7.69%	0	0.00%	4	4.82%
everyday_living	0	0.00%	1	3.85%	0	0.00%	1	1.20%
family_assistance	0	0.00%	0	0.00%	1	7.69%	1	1.20%
financial	3	6.82%	2	7.69%	0	0.00%	5	6.02%
forms	1	2.27%	2	7.69%	0	0.00%	3	3.61%
frontline_workers	0	0.00%	1	3.85%	0	0.00%	1	1.20%

# UTILIZATION REPORT

## NCCSIF

January 01, 2023 - September 30, 2023

### Member Portal Traffic Top Topics

	1/1 - 3/31		4/1 - 6/30		7/1 - 9/30		1/2023 - 9/2023	
	#	%	#	%	#	%	#	%
green_living	1	2.27%	0	0.00%	0	0.00%	1	1.20%
guardianship	0	0.00%	1	3.85%	0	0.00%	1	1.20%
health	1	2.27%	2	7.69%	0	0.00%	3	3.61%
Healthcare	0	0.00%	1	3.85%	0	0.00%	1	1.20%
healthy_living	0	0.00%	1	3.85%	0	0.00%	1	1.20%
immigration	1	2.27%	0	0.00%	0	0.00%	1	1.20%
legal	4	9.09%	3	11.54%	0	0.00%	7	8.43%
lgbtq	0	0.00%	0	0.00%	1	7.69%	1	1.20%
living	3	6.82%	0	0.00%	2	15.38%	5	6.02%
loans	1	2.27%	0	0.00%	0	0.00%	1	1.20%
mental_health	2	4.55%	0	0.00%	0	0.00%	2	2.41%
pets	1	2.27%	0	0.00%	0	0.00%	1	1.20%
pregnancy	0	0.00%	1	3.85%	0	0.00%	1	1.20%
recycle	1	2.27%	0	0.00%	0	0.00%	1	1.20%
relaxation	1	2.27%	0	0.00%	0	0.00%	1	1.20%
taxes	1	2.27%	0	0.00%	0	0.00%	1	1.20%
trauma	2	4.55%	0	0.00%	0	0.00%	2	2.41%
travel	1	2.27%	0	0.00%	0	0.00%	1	1.20%
vaccines	0	0.00%	1	3.85%	0	0.00%	1	1.20%
weather	0	0.00%	0	0.00%	1	7.69%	1	1.20%
webinars	0	0.00%	0	0.00%	2	15.38%	2	2.41%
wellness	1	2.27%	0	0.00%	0	0.00%	1	1.20%
wills	3	6.82%	3	11.54%	0	0.00%	6	7.23%
workplace	0	0.00%	0	0.00%	1	7.69%	1	1.20%
workplace_diversity	0	0.00%	0	0.00%	1	7.69%	1	1.20%
Total	44	100%	26	100%	13	100%	83	100%

## UTILIZATION REPORT

**NCCSIF**

January 01, 2023 - September 30, 2023

**Organizational Services Summary**

<b>Date</b>	<b>Type</b>	<b>Time</b>	<b>Attendees</b>
<b>1/10/2023</b>	<b>Webinar Training</b>	<b>1.00</b>	<b>20</b>
<b>Details:</b>	Negotiation Strategies Eval Score: 5.0/5.0		
<b>3/21/2023</b>	<b>Webinar Training</b>	<b>1.00</b>	<b>12</b>
<b>Details:</b>	Foundations of Emotional Intelligence Eval Score: N/A		
<b>3/21/2023</b>	<b>Webinar Training</b>	<b>.50</b>	<b>13</b>
<b>Details:</b>	EAP Employee Orientation		
<b>4/4/2023</b>	<b>Webinar Training</b>	<b>1.00</b>	<b>29</b>
<b>Details:</b>	Preventing Ergonomic Strain Eval Score: N/A		
<b>8/29/2023</b>	<b>Webinar Training</b>	<b>1.00</b>	<b>30</b>
<b>Details:</b>	Fostering Resilience: Making It Your Own Eval Score: 4.7/5.0		
<b>10/3/2023</b>	<b>Webinar Training</b>	<b>1.00</b>	<b>17</b>
<b>Details:</b>	Motivate and Lead Eval Score: 4.9		
<b>TOTAL</b>		<b>5.50</b>	<b>121</b>

## Newsletters

### January 2023 Insights Newsletter

- Feature: A New Perspective for the New Year Ahead
- Video: New Year, New Goals
- Student: For the New Year and New Semester, Focus on Your Whole Health
- Wellness: How To Build Your Overall Wellness
- Leader Resource: Building Engagement & Awareness Year-Round

### February 2023 Insights Newsletter

- Feature: Using Psychological Safety to Drive Inclusion
- Video: Maintaining a Respectful Workplace
- Student: Celebrating Healthy Relationships on Valentine's Day
- Wellness: Build an Inclusive Workplace Experience: Consider the Human Factor
- Leader Resource: How to Tackle DEI Honestly?

### March 2023 Insights Newsletter

- Feature: Empowering Our Caregivers
- Video: Coping with Compassion Fatigue
- Student: Brining Attention to Young Adult Caregivers
- Wellness Article: Tips to Promote Caregiver Wellness
- Leader Resource: Caregiving – A Public Health Issue

## Webinars

### January 2023

- Managing Your Money in Tough Times
- Exploring the Intersection between Mental Health and Physical Health

### February 2023

- Minimizing Worry to Maximize Your Life
- Creating a Respectful Workplace

### March 2023

- Workplace Differences: A Matter of Style
- Boundaries and Blindspots

## Additional Resources

California Mass Shootings: Resources & Support  
Honoring Black History Month

Michigan State University Shooting: Resources & Support

Turkey and Syria Earthquakes: Resources & Support

Mental Health Crisis Taking a Toll on Our Nation's Youth:  
Resources and Support

East Palestine Ohio Train Derailment: Resources & Support  
Recognizing International Women's Day

Support and Resources for Those Impacted by Mississippi  
Tornadoes

Nashville School Shooting: Resources & Support

## Newsletters

### April 2023 Insights Newsletter

- Feature: You Are Not Alone: The Remedy for Financial Stress
- Video: Financial Wellness
- Student: Helping Students Address Financial Stress and Related Challenges
- Wellness: Achieving Wellness Goals Without Going Off Track Financially
- Leader Resource: Promoting Financial Wellness in Your Organization

### May 2023 Insights Newsletter

- Feature: The Vision Behind Mental Health Awareness Month
- Video: Mental Health by The Numbers
- Student: The Rise of Mental Health Issues Among College Students: Causes and Solutions
- Wellness: Fitness Programs and Mental Health Literacy
- Leader Resource: Mental Health Awareness Toolkit

### June 2023 Insights Newsletter

- Feature: Recognizing and Celebrating Pride Month
- Video: Support for the LGBTQ+ Community
- Student: Supporting Students During Pride Month
- Wellness: The Positive Influence and Unexpected Implications of Pride on Well-Being
- Leader Resource: Pride Month: Tips for Leading By Example

## Webinars

### April 2023

- Parenting Your Teen: Managing Conflict and Problem-Solving
- The Psychology of Money

### May 2023

- A Balancing Act for the Work and Personal Life Seesaw
- Exposing the Myths and Lies about Mental Health

### June 2023

- Healthy Living – Navigate Life Transitions
- Celebrating Pride Month: Allyship in the Workplace

## Additional Resources

World Autism Month Resources & Support

Kentucky Shootings: Resources & Support

Recognizing Mental Health Awareness Month

Pride Month: Awareness & Resources

The History Behind Juneteenth Day

## Newsletters

### July 2023 Insights Newsletter

- Feature: Minority Mental Health Awareness Month
- Video: Creating a Positive Work Environment
- Student: 5 Tips for Prioritizing Your Mental Health
- Wellness: Tips for Strengthening Wellness
- Leader Resource: Helping Leaders Develop Awareness and Empathy

### August 2023 Insights Newsletter

- Feature: 3 Tips to Spark an Interest in Lifelong Learning
- Video: Back-to-school Tips for Parents and Kids
- Student: 5 Tips to Help Students Find Their Focus
- Wellness: Motivating the Mind Through Learning
- Leader Resource: Helping Your Team Adapt and Thrive

### September 2023 Insights Newsletter

- Feature: Understanding and Addressing Stress
- Video: Suicide Awareness
- Student: Tips for Managing Stress Before It Manages You
- Wellness: My Tobacco-Free Journey
- Leader Resource: Helping Leaders Address Suicide Prevention Awareness Month

## Webinars

### July 2023

- Identifying and Addressing Employee Turnover
- Better Well-Being Through Better Perspective

### August 2023

- Boosting Your Brain Power
- Getting Outside Your Comfort Zone and Trying New Things!

### September 2023

- Cultural Myths in Media: Fact or Fiction
- Coach your Child to Manage their Emotions

## Additional Resources

Northeast Flooding: Resources & Support

Extreme Heat: Resources & Support

Hawaii Wildfires – Resources & Support

Tropical Storm Hilary: Resources & Support

Helping Organizations Discuss and Prevent Suicide

A Closer Look at Women's Equality Day

Tropical Storm Idalia and Hurricane Franklin – Resources & Support

Hurricane Lee – Resources & Support

Mental Health & Wellness: The LatinX Community

National Recovery Month

## **CLAIMS AUDITING SERVICES AGREEMENT**

By this Agreement dated October 26, 2023, NCCSIF and Risk Management Services ("Contractor") mutually agree:

**1. PURPOSE**

The NCCSIF is in need of services of Contractor for a claim audit of its liability program.

**2. CONTRACTOR'S OBLIGATIONS**

Contractor shall perform audit services on behalf of NCCSIF as identified and as requested by the NCCSIF Program Director and/or designee(s). Contractor is qualified and competent to provide claims auditing services. Contractor shall utilize its professional knowledge and skills in the evaluation of reserves, settlements and other matters relating to claims. Any additional work required as identified by Contractor must have prior approval of the NCCSIF Program Director and/or designee(s).

**NCCSIF'S OBLIGATIONS**

In consideration for providing auditing services, compensation shall be based upon the proposal provided by Contractor in September 2023, attached as Exhibit A. Contractor agrees to audit a maximum of 60 open claims and 20 closed claims at a total cost not to exceed \$7125.00. In the event that NCCSIF requires additional work not subject to the proposal submitted, Contractor will be required to request additional funding prior to performing the additional work.

NCCSIF agrees to produce all final copies of all reports to NCCSIF Members. Contractor agrees to attend remotely and present their finding at the Board of Directors Meeting.

NCCSIF, and its staff will provide Contractor with a formal list of all claims to be audited and will provide to Contractor all appropriate policies and procedures pertaining to the claims management function for the organization. NCCSIF will provide Contractor with all documents that define the requirements of the audit process and will identify all data collection requirements and reporting requirements for the process.

NCCSIF and its members shall cooperate fully with the Contractor by providing, at no expense to Contractor such reports, investigations, records, maps and other documents as may be reasonably necessary to perform the audit.

**3. TERM**

The project shall be completed by December 31, 2023 and presented to the NCCSIF Board after that date. The project may be terminated by either party upon written notice. Contractor shall be paid for all fees and costs that have accrued up to the time of termination.

Contractor and NCCSIF each agree to sign any documents reasonably necessary to complete Contractor's discharge or withdrawal.

**4. INDEPENDENT CONTRACTOR STATUS**

In performing the audit services herein agreed upon, Contractor shall have the status of an independent contractor and shall not be deemed to be an officer, employee or agent of NCCSIF or its members.

**5. SUBCONTRACT AND ASSIGNMENT**

Contractor shall not subcontract any of the work or assign any of the rights or obligations without the prior written consent of NCCSIF.

6. RECORDS

Contractor agrees that all findings, records, and reports created arising out of this audit are the property of NCCSIF and shall not publish, distribute, or provide any of the findings of the audit with other agencies without the express written consent of NCCSIF. Claim records reviewed include confidential material protected by attorney-client, attorney work product, and pending litigation privileges, and review of such records is necessary in properly defending and adjusting claims against Members. Review of such records shall not constitute a waiver of confidentiality. Contractor agrees not to disclose any confidential contents except in reports to NCCSIF labeled as "confidential."

7. INDEMNITY

Contractor agrees to indemnify, defend and hold NCCSIF and its officers and employees harmless from any and all liability, claims, damages or injuries to any person, including injury to Contractor's employees and all claims which arise from or are connected with the performance of or failure to perform the work or other obligations of this Agreement, or are caused or claimed to be caused by the acts or omissions of Contractor, its agents or employees, and all expenses of investigating and defending against same; provided, however, that this indemnification and hold harmless shall not include any claim arising from the sole negligence or willful misconduct of NCCSIF, its agents, employees or members.

8. INSURANCE

During the entire term of this contract and any extension or modification thereof, the Contractor shall keep in effect insurance policies providing coverage for commercial general liability, professional liability, and workers' compensation and employers' liability exposure (if required by law) at limits described below, or as acceptable by NCCSIF, and shall provide certificates of insurance evidencing the above-required insurance coverage annually.

Minimum Limits of Insurance:

General Liability: \$1,000,000 per occurrence combined for bodily injury, property damage and person injury.

9. CONFLICTS OF INTEREST

Contractor promises and agrees that it and members of its staff shall avoid any actual or potential conflicts of interest. Contractor agrees to immediately notify NCCSIF or its designee, of any matter that may involve an actual or potential conflict of interest.

10. SIGNATURE

THESE SIGNATURES ATTEST THE PARTIES AGREEMENT HERETO:

Contractor:

Dated:

10/26/23

By:

  
NCCSIF

Dated:

10-26-23

By:

  
Kenneth R. Maiolini  
Risk Management Services





BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item F.**

**GENERAL RISK MANAGEMENT ISSUES**

**INFORMATION ITEM**

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

**RECOMMENDATION:** None.

**FISCAL IMPACT:** None.

**BACKGROUND:** This is an opportunity for 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  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item H.1.**

**QUARTERLY FINANCIAL REPORT  
FOR PERIOD ENDING SEPTEMBER 30, 2023**

**ACTION ITEM**

**ISSUE:** James Marta & Company will present the Quarterly Financial Report for the Quarter and year ending September 30, 2023.

**NOTE:** The Police Risk Management Reserve report has been updated with revised accruals up to 10/30/23 and follows the Quarterly Financial Report,

**RECOMMENDATION:** Receive and file the Quarterly Financials as presented.

**FISCAL IMPACT:** None.

**BACKGROUND:** The Board of Directors regularly reviews the quarterly financials, refers questions or issues for follow-up, and/or receives and files the report as presented.

**ATTACHMENT(S):** Quarterly Financial Report for Period Ending September 30, 2023

**FINANCIAL REPORT**

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**SEPTEMBER 30, 2023  
AND FOR THE  
THREE MONTHS ENDED**

# **Northern California Cities Self Insurance Fund**

**Northern California Cities Self Insurance Fund**  
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**September 30, 2023**

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**James Marta & Company LLP**  
***Certified Public Accountants***

***Accounting, Auditing, Tax, and Consulting***

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**ACCOUNTANT'S COMPILATION REPORT**

Board of Directors  
Northern California Cities Self Insurance Fund  
701 Howe Avenue, Suite E3  
Sacramento, CA 95825

Management is responsible for the accompanying statement of financial position of Northern California Cities Self Insurance Fund as of September 30, 2023, and the related statement of revenues, expenses and changes in net position and statement of cash flows for the three months ended and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has omitted substantially all of the disclosures that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's financial position, results of operations, comprehensive income and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information on pages 5 through 32 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. The information was subject to our compilation engagement; however, we have not audited or reviewed the information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

Management has elected to present designations of net position on the Statement of Net Position as of September 30, 2023 contrary to accounting principles generally accepted in the United States of America which bar the presentation of designations of net position on the Statement of Net Position.

We are not independent with respect to Northern California Cities Self Insurance Fund since we provide accounting and financial services.

*James Marta & Company LLP*

James Marta & Company LLP  
Certified Public Accountants  
December 4, 2023

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Statement of Net Position**  
**September 30, 2023**

**Assets**

Current Assets	
Cash and Cash Equivalents	\$ 10,479,959
Accounts Receivable	115,417
Interest Receivable	390,840
Excess Accounts Receivable	780,570
Total Current Assets	<u>24,153,351</u>
Non-Current Assets	
Investments*	<u>75,608,811</u>
Total Assets	<u><u>\$ 99,762,162</u></u>

**Liabilities & Net Position**

Current Liabilities	
Accounts Payable	\$ 66,847
Dividends Payable	1,033,844
Total Current Liabilities	<u>17,341,123</u>
Non-Current Liabilities	
Outstanding Liabilities*	52,475,528
ULAE*	3,011,159
Total Non-Current Liabilities	<u>55,486,687</u>
Total Liabilities	<u>72,827,810</u>
Net Position	
Designated for Contingency	200,000
Designated for Risk Management	1,356,576
Undesignated	25,377,776
Total Net Position	<u>26,934,352</u>
Liability & Net Position	<u><u>\$ 99,762,162</u></u>

\*For internal reporting purposes, investments and claim liabilities are classified



**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**For The Three Months Ended September 30, 2023**

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Operating Income	
Administration Deposit	\$ 702,024
Banking Layer Deposit	2,297,128
Shared Risk Layer	2,262,499
Excess Deposit/Premium	2,158,524
Property/Crime Insurance Income	1,943,821
Banking Layer Assessment	-
Risk Management Grants	94,594
Other Income	675
Total Operating Income	<u>9,459,265</u>
Operating Expenses	
Claims Expense	3,266,204
Consultants	45,288
Administration-Other	7,500
Safety Service	113,320
Claims Administration	701,059
Program Administration	132,158
Board Expenses	681
Excess Insurance	2,158,519
Property/Crime Insurance Expense	1,917,224
Member Identity Theft Protection	8,246
Total Operating Expenses	<u>8,350,199</u>
Operating Income (Loss)	1,109,066
Non-Operating Income	
Change in Fair Market Value	(307,870)
Investment Income	256,054
Total Non-Operating Income	<u>(51,816)</u>
Change in Net Position	1,057,250
Beginning Net Position	<u>25,877,102</u>
Ending Net Position	<u>\$ 26,934,352</u>

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Statement of Cash Flows**  
**For The Three Months Ended September 30, 2023**

**Cash flows from operating activities:**

Cash received from members	\$ 25,405,521
Cash paid for claims	(1,257,119)
Cash paid for insurance	(16,324,472)
Cash paid to vendors	(1,195,935)
Cash (paid) received for dividends	<u>(1,073,830)</u>

Net cash provided by (used in) operating activities	<u>5,554,165</u>
---	------------------

**Cash flows from investing activities:**

Investment income received	282,510
Purchases of investments	(6,066,177)
Proceeds from sale or maturity of investments	<u>5,741,731</u>

Net cash provided by (used in) investing activities	<u>(41,936)</u>
---	-----------------

Net increase (decrease) in cash and cash equivalents	5,512,229
--	-----------

Cash and cash equivalents, beginning of year	<u>4,967,730</u>
--	------------------

Cash and cash equivalents, end of year	<u><u>\$ 10,479,959</u></u>
--	-----------------------------

Reconciliation of operating income (loss) to net cash  
provided by (used in) operating activities:

Operating income (loss)	\$ 1,109,066
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Adjustments to reconcile operating income (loss) to net  
cash provided by (used in) operating activities:

(Increase) decrease in:

Member receivable	113,172
Excess receivable	10,840

(Decrease) increase in:

Accounts payable	(49,864)
Dividend payable	(1,386,584)
Unearned revenue	16,145,838
Unpaid claims and claim adjustment expenses	<u>1,998,262</u>

Net cash provided by (used in) operating activities	<u><u>\$ 5,554,165</u></u>
---	----------------------------

**Supplemental information:**

Noncash non-operating and investing activities	
Net change in fair value of investments	<u><u>\$ (307,870)</u></u>

## **SUPPLEMENTARY INFORMATION**

Selected Information  
Substantially All Disclosures Required by Generally Accepted  
Accounting Principles Are Not Included

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position - Liability**  
**September 30, 2023**

	<b>Total</b>				<b>Total Banking</b>
	<b>All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>		<b>Layer</b>
Current Assets					
Cash and Cash Equivalents	\$ 8,080,918	\$ 859,539	\$ 4,924,592	\$	2,296,787
Accounts Receivable	114,543	-	2,244		112,299
Interest Receivable	106,618	2,715	62,819		41,084
Excess Accounts Receivable	102,594	-	102,594		-
Prepaid Expense	10,157,143	13,542	10,143,601		-
Total Current Assets	18,561,816	875,796	15,235,850		2,450,170
Non-Current Assets					
Investments*	20,132,343	306,137	12,869,598		6,956,608
Total Assets	\$ 38,694,159	\$ 1,181,933	\$ 28,105,448	\$	9,406,778
Current Liabilities					
Accounts Payable	\$ 43,427	\$ 17,823	\$ 311	\$	25,293
Unearned Revenue	16,025,068	623,776	13,678,909		1,722,383
Total Current Liabilities	16,068,495	641,599	13,679,220		1,747,676
Non-Current Liabilities					
Outstanding Liabilities*	14,572,069	-	10,613,977		3,958,092
ULAE*	628,003	-	-		628,003
Total Non-Current Liabilities	15,200,072	-	10,613,977		4,586,095
Total Liabilities	31,268,567	641,599	24,293,197		6,333,771
Net Position					
Designated for Contingency	100,000	100,000	-		-
Undesignated	7,325,592	440,334	3,812,251		3,073,007
Total Net Position	7,425,592	540,334	3,812,251		3,073,007
Liability & Net Position	\$ 38,694,159	\$ 1,181,933	\$ 28,105,448	\$	9,406,778

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position - Liability**  
**September 30, 2023**

	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione
Current Assets									
Cash and Cash Equivalents	\$ 99,719	\$ 109,553	\$ 119,605	\$ 57,626	\$ 18,471	\$ 436,624	\$ 97,307	\$ 77,155	\$ 36,408
Accounts Receivable	12,454	-	5,000	-	30,694	-	-	5,835	-
Interest Receivable	810	2,299	694	490	968	11,915	2,651	871	327
Excess Accounts Receivable	-	-	-	-	-	-	-	-	-
Prepaid Expense	-	-	-	-	-	-	-	-	-
Total Current Assets	112,983	111,852	125,299	58,116	50,133	448,539	99,958	83,861	36,735
Non-Current Assets									
Investments*	144,725	410,244	55,551	82,295	67,925	2,382,741	316,362	178,452	41,844
Total Assets	\$ 257,708	\$ 522,096	\$ 180,850	\$ 140,411	\$ 118,058	\$ 2,831,280	\$ 416,320	\$ 262,313	\$ 78,579
Current Liabilities									
Accounts Payable	\$ 809	\$ 1,275	\$ 806	\$ 355	\$ 810	\$ 5,821	\$ 1,596	\$ 589	\$ 288
Unearned Revenue	67,072	80,484	38,348	31,251	41,474	401,053	55,308	67,681	16,752
Total Current Liabilities	67,881	81,759	39,154	31,606	42,284	406,874	56,904	68,270	17,040
Non-Current Liabilities									
Outstanding Liabilities*	150,613	178,962	119,203	83,042	195,740	1,185,323	260,427	161,231	13,924
ULAE*	23,897	28,394	18,913	13,176	31,057	188,066	41,320	25,582	2,209
Total Non-Current Liabilities	174,510	207,356	138,116	96,218	226,797	1,373,389	301,747	186,813	16,133
Total Liabilities	242,391	289,115	177,270	127,824	269,081	1,780,263	358,651	255,083	33,173
Net Position									
Designated for Contingency	-	-	-	-	-	-	-	-	-
Undesignated	15,317	232,981	3,580	12,587	(151,023)	1,051,017	57,669	7,230	45,406
Total Net Position	15,317	232,981	3,580	12,587	(151,023)	1,051,017	57,669	7,230	45,406
Liability & Net Position	\$ 257,708	\$ 522,096	\$ 180,850	\$ 140,411	\$ 118,058	\$ 2,831,280	\$ 416,320	\$ 262,313	\$ 78,579

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position - Liability**  
**September 30, 2023**

	City of Jackson	City of Lincoln	City of Marysville	City of Oroville	City of Paradise	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
Current Assets										
Cash and Cash Equivalents	\$ 10,914	\$ 199,376	\$ 193,574	\$ 29,382	\$ 5,343	\$ 141,332	\$ 191,888	\$ 116,771	\$ 110,210	\$ 245,529
Accounts Receivable	8,829	-	-	36,470	-	-	5,000	-	8,017	-
Interest Receivable	330	3,460	1,991	1,573	1,685	1,442	385	3,869	620	4,704
Excess Accounts Receivable	-	-	-	-	-	-	-	-	-	-
Prepaid Expense	-	-	-	-	-	-	-	-	-	-
Total Current Assets	20,073	202,836	195,565	67,425	7,028	142,774	197,273	120,640	118,847	250,233
Non-Current Assets										
Investments*	8,027	654,160	249,178	233,657	307,382	204,672	1,286	736,998	37,419	843,690
Total Assets	\$ 28,100	\$ 856,996	\$ 444,743	\$ 301,082	\$ 314,410	\$ 347,446	\$ 198,559	\$ 857,638	\$ 156,266	\$ 1,093,923
Current Liabilities										
Accounts Payable	\$ 371	\$ 2,879	\$ 1,481	\$ 597	\$ 704	\$ 1,285	\$ 293	\$ 2,363	\$ 548	\$ 2,423
Unearned Revenue	14,725	177,908	88,691	47,226	27,230	80,617	98,515	156,581	34,825	196,642
Total Current Liabilities	15,096	180,787	90,172	47,823	27,934	81,902	98,808	158,944	35,373	199,065
Non-Current Liabilities										
Outstanding Liabilities*	92,448	299,158	159,208	292,164	28,049	66,126	23,874	232,921	111,038	304,641
ULAE*	14,668	47,465	25,261	46,356	4,451	10,491	3,788	36,956	17,618	48,335
Total Non-Current Liabilities	107,116	346,623	184,469	338,520	32,500	76,617	27,662	269,877	128,656	352,976
Total Liabilities	122,212	527,410	274,641	386,343	60,434	158,519	126,470	428,821	164,029	552,041
Net Position										
Designated for Contingency	-	-	-	-	-	-	-	-	-	-
Undesignated	(94,112)	329,586	170,102	(85,261)	253,976	188,927	72,089	428,817	(7,763)	541,882
Total Net Position	(94,112)	329,586	170,102	(85,261)	253,976	188,927	72,089	428,817	(7,763)	541,882
Liability & Net Position	\$ 28,100	\$ 856,996	\$ 444,743	\$ 301,082	\$ 314,410	\$ 347,446	\$ 198,559	\$ 857,638	\$ 156,266	\$ 1,093,923

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position - Liability**  
**For The Three Months Ended September 30, 2023**

	<b>Total</b>			
	<b>All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>	<b>Total Banking Layer</b>
Operating Income				
Administration Deposit	\$ 207,925	\$ 207,925	\$ -	\$ -
Banking Layer Deposit	574,127	-	-	574,127
Shared Risk Layer	1,194,500	-	1,194,500	-
Excess Deposit/Premium	1,456,810	-	1,456,810	-
Property/Crime Insurance Income	1,943,821	-	1,943,821	-
Banking Layer Assessment	-	-	-	-
Total Operating Income	5,377,183	207,925	4,595,131	574,127
Operating Expenses				
Claims Expense	1,608,272	-	1,140,554	467,718
Consultants	23,041	23,041	-	-
Safety Service	42,057	33,222	8,835	-
Claims Administration	69,427	-	-	69,427
Program Administration	70,457	70,457	-	-
Board Expenses	342	342	-	-
Excess Insurance	1,456,810	-	1,456,810	-
Property/Crime Insurance Expense	1,917,224	-	1,917,224	-
Trustee's E&O Coverage	4,514	4,514	-	-
Total Operating Expense	5,192,144	131,576	4,523,423	537,145
Operating Income (Loss)	185,039	76,349	71,708	36,982
Non-Operating Income				
Change in Fair Market Value	(92,859)	(1,621)	(58,791)	(32,447)
Investment Income	77,229	1,314	48,928	26,987
Total Non-Operating Income	(15,630)	(307)	(9,863)	(5,460)
Change in Net Position	169,409	76,042	61,845	31,522
Beginning Net Position	7,256,183	464,292	3,750,406	3,041,485
Ending Net Position	\$ 7,425,592	\$ 540,334	\$ 3,812,251	\$ 3,073,007

See Accompanying Accountant's Report



**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position - Liability**  
**For The Three Months Ended September 30, 2023**

	City of Anderson*	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione
Operating Income									
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	22,357	26,828	12,783	10,417	13,825	133,684	18,436	22,560	5,584
Shared Risk Layer	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-
Property/Crime Insurance Income	-	-	-	-	-	-	-	-	-
Banking Layer Assessment	-	-	-	-	-	-	-	-	-
Total Operating Income	22,357	26,828	12,783	10,417	13,825	133,684	18,436	22,560	5,584
Operating Expenses									
Claims Expense	7,124	68,178	4,156	989	10,028	32,501	64,387	6,837	1,127
Consultants	-	-	-	-	-	-	-	-	-
Safety Service	-	-	-	-	-	-	-	-	-
Claims Administration	(29)	10,622	524	122	(319)	9,125	8,028	1,250	831
Program Administration	-	-	-	-	-	-	-	-	-
Board Expenses	-	-	-	-	-	-	-	-	-
Excess Insurance	-	-	-	-	-	-	-	-	-
Property/Crime Insurance Expense	-	-	-	-	-	-	-	-	-
Trustee's E&O Coverage	-	-	-	-	-	-	-	-	-
Total Operating Expense	7,095	78,800	4,680	1,111	9,709	41,626	72,415	8,087	1,958
Operating Income (Loss)	15,262	(51,972)	8,103	9,306	4,116	92,058	(53,979)	14,473	3,626
Non-Operating Income									
Change in Fair Market Value	(737)	(1,800)	(566)	(447)	(597)	(9,631)	(1,722)	(803)	(264)
Investment Income	613	1,497	470	372	497	8,010	1,432	668	220
Total Non-Operating Income	(124)	(303)	(96)	(75)	(100)	(1,621)	(290)	(135)	(44)
Change in Net Position	15,138	(52,275)	8,007	9,231	4,016	90,437	(54,269)	14,338	3,582
Beginning Net Position	179	285,256	(4,427)	3,356	(155,039)	960,580	111,938	(7,108)	41,824
Ending Net Position	\$ 15,317	\$ 232,981	\$ 3,580	\$ 12,587	\$ (151,023)	\$ 1,051,017	\$ 57,669	\$ 7,230	\$ 45,406

\*City of Anderson has a negative liability Banking Layer contribution due to the impact of the capping of the full premium.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position - Liability**  
**For The Three Months Ended September 30, 2023**

	City of Jackson	City of Lincoln	City of Marysville	City of Oroville	City of Paradise	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
Operating Income										
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	4,908	59,303	29,564	15,742	9,077	26,872	32,838	52,194	11,608	65,547
Shared Risk Layer	-	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance Income	-	-	-	-	-	-	-	-	-	-
Banking Layer Assessment	-	-	-	-	-	-	-	-	-	-
Total Operating Income	4,908	59,303	29,564	15,742	9,077	26,872	32,838	52,194	11,608	65,547
Operating Expenses										
Claims Expense	42,114	37,908	56,293	45,718	(24,716)	3,463	(19,461)	34,301	44,692	52,079
Consultants	-	-	-	-	-	-	-	-	-	-
Safety Service	-	-	-	-	-	-	-	-	-	-
Claims Administration	(1,901)	10,647	9,851	2,781	(2,557)	1,947	(2,574)	8,230	7,110	5,739
Program Administration	-	-	-	-	-	-	-	-	-	-
Board Expenses	-	-	-	-	-	-	-	-	-	-
Excess Insurance	-	-	-	-	-	-	-	-	-	-
Property/Crime Insurance Expense	-	-	-	-	-	-	-	-	-	-
Trustee's E&O Coverage	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	40,213	48,555	66,144	48,499	(27,273)	5,410	(22,035)	42,531	51,802	57,818
Operating Income (Loss)	(35,305)	10,748	(36,580)	(32,757)	36,350	21,462	54,873	9,663	(40,194)	7,729
Non-Operating Income										
Change in Fair Market Value	(114)	(2,840)	(1,547)	(1,219)	(1,202)	(1,169)	(464)	(3,017)	(549)	(3,759)
Investment Income	95	2,362	1,286	1,014	1,000	972	386	2,509	457	3,127
Total Non-Operating Income	(19)	(478)	(261)	(205)	(202)	(197)	(78)	(508)	(92)	(632)
Change in Net Position	(35,324)	10,270	(36,841)	(32,962)	36,148	21,265	54,795	9,155	(40,286)	7,097
Beginning Net Position	(58,788)	319,316	206,943	(52,299)	217,828	167,662	17,294	419,662	32,523	534,785
Ending Net Position	\$ (94,112)	\$ 329,586	\$ 170,102	\$ (85,261)	\$ 253,976	\$ 188,927	\$ 72,089	\$ 428,817	\$ (7,763)	\$ 541,882

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Cash Flows - Liability**  
**For The Three Months Ended September 30, 2023**

	<b>Total All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>	<b>Total Banking Layer</b>
<b>Cash flows from operating activities:</b>				
Cash received from members	\$ 21,259,426	\$ 831,701	\$ 18,274,040	\$ 2,153,685
Cash paid for claims	(540,596)	-	(220,053)	(320,543)
Cash paid for insurance	(13,517,635)	-	(13,517,635)	-
Cash paid to vendors	(221,470)	(143,885)	(8,835)	(68,750)
Cash (paid) for dividends and received for assessments	(786,845)	-	-	(786,845)
Net cash provided by (used in) operating activities	6,192,880	687,816	4,527,517	977,547
<b>Cash flows from investing activities:</b>				
Investment income received	85,222	1,383	54,052	29,787
Net investment (purchases) sales	(97,858)	(1,701)	(213,963)	117,806
Net cash provided by (used in) investing activities	(12,636)	(318)	(159,911)	147,593
Net increase (decrease) in cash and cash equivalents	6,180,244	687,498	4,367,606	1,125,140
Cash and cash equivalents, beginning of year	1,900,674	172,041	556,986	1,171,647
Cash and cash equivalents, end of year	\$ 8,080,918	\$ 859,539	\$ 4,924,592	\$ 2,296,787
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:				
Operating income (loss)	\$ 185,039	\$ 76,349	\$ 71,708	\$ 36,982
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
(Increase) decrease in:				
Member receivable	112,298	-	-	112,298
Excess receivable	53,116	-	53,116	-
Prepaid expense	(10,157,143)	(13,542)	(10,143,601)	-
(Decrease) increase in:				
Accounts payable	1,910	1,233	-	677
Dividend payable	(1,041,968)	-	-	(1,041,968)
Unearned revenue	16,025,068	623,776	13,678,909	1,722,383
Unpaid claims and claim adjustment expenses	1,014,560	-	867,385	147,175
Net cash provided by (used in) operating activities	\$ 6,192,880	\$ 687,816	\$ 4,527,517	\$ 977,547
Supplemental information:				
Noncash non-operating and investing activities				
Net change in fair value of investments	\$ (92,859)	\$ (1,620)	\$ (58,792)	\$ (32,447)

See Accompanying Accountant's Report

**Northern California Cities Self Insurance Fund  
(Governmental Enterprise Fund)  
Combining Statement of Cash Flows - Liability  
For The Three Months Ended September 30, 2023**

	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Folsom	City of Galt	City of Gridley	City of Ione
<b>Cash flows from operating activities:</b>									
Cash received from members	\$ 101,883	\$ 107,312	\$ 56,131	\$ 10,417	\$ 85,992	\$ 534,737	\$ 73,744	\$ 96,076	\$ 22,336
Cash paid for claims	(10,334)	(2,599)	(11,240)	(2,203)	(17,717)	(87,933)	(27,885)	(2,336)	101
Cash paid for insurance	-	-	-	-	-	-	-	-	-
Cash paid to vendors	19	(10,737)	(443)	(320)	304	(8,277)	(8,253)	(1,166)	(837)
Cash (paid) for dividends and received for assessments	-	(28,103)	-	31,251	(216,982)	-	(139,230)	(14,044)	(7,919)
Net cash provided by (used in) operating activities	91,568	65,873	44,448	39,145	(148,403)	438,527	(101,624)	78,530	13,681
<b>Cash flows from investing activities:</b>									
Investment income received	675	1,652	519	412	544	8,840	1,580	736	243
Net investment (purchases) sales	(777)	(1,897)	(596)	(471)	79,371	(20,149)	(1,815)	(10,846)	(279)
Net cash provided by (used in) investing activities	(102)	(245)	(77)	(59)	79,915	(11,309)	(235)	(10,110)	(36)
Net increase (decrease) in cash and cash equivalents	91,466	65,628	44,371	39,086	(68,488)	427,218	(101,859)	68,420	13,645
Cash and cash equivalents, beginning of year	8,253	43,925	75,234	18,540	86,959	9,406	199,166	8,735	22,763
Cash and cash equivalents, end of year	\$ 99,719	\$ 109,553	\$ 119,605	\$ 57,626	\$ 18,471	\$ 436,624	\$ 97,307	\$ 77,155	\$ 36,408
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:									
Operating income (loss)	\$ 15,262	\$ (51,972)	\$ 8,103	\$ 9,306	\$ 4,116	\$ 92,058	\$ (53,979)	\$ 14,473	\$ 3,626
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:									
(Increase) decrease in:									
Member receivable	12,454	-	5,000	-	30,693	-	-	5,835	-
Excess receivable	-	-	-	-	-	-	-	-	-
Prepaid expense	-	-	-	-	-	-	-	-	-
(Decrease) increase in:									
Accounts payable	(10)	(115)	81	(198)	(15)	848	(225)	84	(6)
Dividend payable	-	(28,103)	-	-	(216,982)	-	(139,230)	(14,044)	(7,919)
Unearned revenue	67,072	80,484	38,348	31,251	41,474	401,053	55,308	67,681	16,752
Unpaid claims and claim adjustment expenses	(3,210)	65,579	(7,084)	(1,214)	(7,689)	(55,432)	36,502	4,501	1,228
Net cash provided by (used in) operating activities	\$ 91,568	\$ 65,873	\$ 44,448	\$ 39,145	\$ (148,403)	\$ 438,527	\$ (101,624)	\$ 78,530	\$ 13,681
Supplemental information:									
Noncash non-operating and investing activities									
Net change in fair value of investments	\$ (737)	\$ (1,800)	\$ (566)	\$ (447)	\$ (597)	\$ (9,631)	\$ (1,722)	\$ (803)	\$ (264)

See Accompanying Accountant's Report

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Cash Flows - Liability**  
**For The Three Months Ended September 30, 2023**

	City of Jackson	City of Lincoln	City of Marysville	City of Oroville	City of Paradise	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
<b>Cash flows from operating activities:</b>										
Cash received from members	\$ 28,462	\$ 237,211	\$ 118,255	\$ 99,438	\$ 9,077	\$ 107,489	\$ 136,353	\$ 208,775	\$ 54,450	\$ 65,547
Cash paid for claims	(62,561)	(6,337)	(4,566)	(28,029)	(5,149)	(6,170)	(3,672)	(9,562)	2,803	(35,154)
Cash paid for insurance	-	-	-	-	-	-	-	-	-	-
Cash paid to vendors	1,606	(10,802)	(9,782)	(3,081)	2,447	(1,778)	2,473	(7,988)	(7,118)	(5,017)
Cash (paid) for dividends and received for assessments	-	(46,317)	(54,325)	(201,102)	(31,029)	(36,998)	-	(109,691)	(51,938)	119,582
Net cash provided by (used in) operating activities	(32,493)	173,755	49,582	(132,774)	(24,654)	62,543	135,154	81,534	(1,803)	144,958
<b>Cash flows from investing activities:</b>										
Investment income received	104	2,609	1,419	1,118	1,106	1,075	429	2,767	505	3,454
Net investment (purchases) sales	41,880	(2,992)	(1,630)	(1,285)	28,733	(1,232)	(489)	(3,180)	19,422	(3,962)
Net cash provided by (used in) investing activities	41,984	(383)	(211)	(167)	29,839	(157)	(60)	(413)	19,927	(508)
Net increase (decrease) in cash and cash equivalents	9,491	173,372	49,371	(132,941)	5,185	62,386	135,094	81,121	18,124	144,450
Cash and cash equivalents, beginning of year	1,423	26,004	144,203	162,323	158	78,946	56,794	35,650	92,086	101,079
Cash and cash equivalents, end of year	\$ 10,914	\$ 199,376	\$ 193,574	\$ 29,382	\$ 5,343	\$ 141,332	\$ 191,888	\$ 116,771	\$ 110,210	\$ 245,529
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:										
Operating income (loss)	\$ (35,305)	\$ 10,748	\$ (36,580)	\$ (32,757)	\$ 36,350	\$ 21,462	\$ 54,873	\$ 9,663	\$ (40,194)	\$ 7,729
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:										
(Increase) decrease in:										
Member receivable	8,829	-	-	36,470	-	-	5,000	-	8,017	-
Excess receivable	-	-	-	-	-	-	-	-	-	-
Prepaid expense	-	-	-	-	-	-	-	-	-	-
(Decrease) increase in:										
Accounts payable	(295)	(155)	69	(300)	(110)	169	(101)	242	(8)	722
Dividend payable	-	(46,317)	(54,325)	(201,102)	(58,259)	(36,998)	-	(109,691)	(51,938)	(77,060)
Unearned revenue	14,725	177,908	88,691	47,226	27,230	80,617	98,515	156,581	34,825	196,642
Unpaid claims and claim adjustment expenses	(20,447)	31,571	51,727	17,689	(29,865)	(2,707)	(23,133)	24,739	47,495	16,925
Net cash provided by (used in) operating activities	\$ (32,493)	\$ 173,755	\$ 49,582	\$ (132,774)	\$ (24,654)	\$ 62,543	\$ 135,154	\$ 81,534	\$ (1,803)	\$ 144,958
Supplemental information:										
Noncash non-operating and investing activities										
Net change in fair value of investments	\$ (114)	\$ (2,840)	\$ (1,547)	\$ (1,219)	\$ (1,202)	\$ (1,169)	\$ (464)	\$ (3,017)	\$ (549)	\$ (3,759)

See Accompanying Accountant's Report

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position – Workers' Compensation**  
**September 30, 2023**

	<b>Total All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>	<b>Total Banking Layer</b>
<b>Current Assets</b>				
Cash and Cash Equivalents	\$ 2,399,041	\$ 994,094	\$ 86,566	\$ 1,318,381
Accounts Receivable	874	-	-	874
Interest Receivable	284,222	8,793	134,233	141,196
Excess Accounts Receivable	677,976	-	677,976	-
Prepaid Expense	2,229,422	124,294	2,105,128	-
<b>Total Current Assets</b>	<b>5,591,535</b>	<b>1,127,181</b>	<b>3,003,903</b>	<b>1,460,451</b>
<b>Non-Current Assets</b>				
Investments*	55,476,468	1,193,893	26,436,313	27,846,262
<b>Total Assets</b>	<b>\$ 61,068,003</b>	<b>\$ 2,321,074</b>	<b>\$ 29,440,216</b>	<b>\$ 29,306,713</b>
<b>Current Liabilities</b>				
Accounts Payable	\$ 23,420	\$ 19,027	\$ 2,254	\$ 2,139
Dividends Payable	1,033,844	-	236,527	797,317
Unearned Revenue	215,364	-	-	215,364
<b>Total Current Liabilities</b>	<b>1,272,628</b>	<b>19,027</b>	<b>238,781</b>	<b>1,014,820</b>
<b>Non-Current Liabilities</b>				
Outstanding Liabilities*	37,903,459	-	20,014,879	17,888,580
ULAE*	2,383,156	-	-	2,383,156
<b>Total Non-Current Liabilities</b>	<b>40,286,615</b>	<b>-</b>	<b>20,014,879</b>	<b>20,271,736</b>
<b>Total Liabilities</b>	<b>41,559,243</b>	<b>19,027</b>	<b>20,253,660</b>	<b>21,286,556</b>
<b>Net Position</b>				
Designated for Contingency	100,000	100,000	-	-
Designated for Risk	1,356,576	1,356,576	-	-
Undesignated	18,052,184	845,471	9,186,556	8,020,157
<b>Total Net Position</b>	<b>19,508,760</b>	<b>2,302,047</b>	<b>9,186,556</b>	<b>8,020,157</b>
<b>Liability &amp; Net Position</b>	<b>\$ 61,068,003</b>	<b>\$ 2,321,074</b>	<b>\$ 29,440,216</b>	<b>\$ 29,306,713</b>

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position – Workers’ Compensation**  
**September 30, 2023**

	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Elk Grove	City of Folsom	City of Galt	City of Gridley	City of Ione	City of Jackson
Current Assets											
Cash and Cash	\$ 8,667	\$ 127,699	\$ 60,212	\$ 31,860	\$ 100,824	\$ 95,781	\$ 128,792	\$ 62,449	\$ 75,627	\$ 40,132	\$ 27,498
Accounts Receivable	-	-	-	-	-	-	-	-	-	-	874
Interest Receivable	3,050	5,253	1,040	1,276	6,165	18,949	30,510	4,891	3,677	503	1,473
Excess Accounts	-	-	-	-	-	-	-	-	-	-	-
Prepaid Expense	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	11,717	132,952	61,252	33,136	106,989	114,730	159,302	67,340	79,304	40,635	29,845
Non-Current Assets											
Investments*	598,858	989,960	176,775	238,446	1,185,738	3,716,618	6,389,865	961,292	705,574	68,858	256,050
Total Assets	\$ 610,575	\$ 1,122,912	\$ 238,027	\$ 271,582	\$ 1,292,727	\$ 3,831,348	\$ 6,549,167	\$ 1,028,632	\$ 784,878	\$ 109,493	\$ 285,895
Current Liabilities											
Accounts Payable	\$ 40	\$ 77	\$ 17	\$ 27	\$ 105	\$ 101	\$ 586	\$ 113	\$ 52	\$ 10	\$ 27
Dividends Payable	91,093	71,189	-	21,436	-	-	-	67,500	-	19,850	-
Unearned Revenue	-	-	-	-	-	-	-	-	50,466	-	-
Total Current Liabilities	91,133	71,266	17	21,463	105	101	586	67,613	50,518	19,860	27
Non-Current Liabilities											
Outstanding Liabilities*	304,603	746,802	52,711	185,495	650,218	2,780,307	4,145,890	297,069	126,034	11,995	175,250
ULAE*	40,580	99,491	7,022	24,712	86,624	370,399	552,325	39,576	16,790	1,598	23,347
Total Non-Current	345,183	846,293	59,733	210,207	736,842	3,150,706	4,698,215	336,645	142,824	13,593	198,597
Total Liabilities	436,316	917,559	59,750	231,670	736,947	3,150,807	4,698,801	404,258	193,342	33,453	198,624
Net Position											
Designated for	-	-	-	-	-	-	-	-	-	-	-
Designated for Safety	-	-	-	-	-	-	-	-	-	-	-
Undesignated	174,259	205,353	178,277	39,912	555,780	680,541	1,850,366	624,374	591,536	76,040	87,271
Total Net Position	174,259	205,353	178,277	39,912	555,780	680,541	1,850,366	624,374	591,536	76,040	87,271
Liability & Net Position	\$ 610,575	\$ 1,122,912	\$ 238,027	\$ 271,582	\$ 1,292,727	\$ 3,831,348	\$ 6,549,167	\$ 1,028,632	\$ 784,878	\$ 109,493	\$ 285,895

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.



**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Net Position – Workers’ Compensation**  
**September 30, 2023**

	City of Lincoln	City of Marysville	City of Nevada City	City of Oroville	City of Paradise	City of Placerville	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
Current Assets											
Cash and Cash	\$ 18,755	\$ 14,395	\$ 11,374	\$ 12,763	\$ 46,523	\$ 137,157	\$ 87,024	\$ 83,808	\$ 61,908	\$ 38,476	\$ 46,657
Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-
Interest Receivable	6,150	2,887	1,830	4,461	5,484	3,951	6,113	2,317	13,996	670	16,550
Excess Accounts	-	-	-	-	-	-	-	-	-	-	-
Prepaid Expense	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	24,905	17,282	13,204	17,224	52,007	141,108	93,137	86,125	75,904	39,146	63,207
Non-Current Assets											
Investments*	1,069,710	532,676	346,421	785,734	1,094,530	744,156	1,300,249	432,236	2,985,613	93,683	3,173,220
Total Assets	\$ 1,094,615	\$ 549,958	\$ 359,625	\$ 802,958	\$ 1,146,537	\$ 885,264	\$ 1,393,386	\$ 518,361	\$ 3,061,517	\$ 132,829	\$ 3,236,427
Current Liabilities											
Accounts Payable	\$ (91)	\$ 82	\$ 23	\$ 67	\$ 92	\$ 53	\$ 92	\$ 25	\$ 213	\$ 33	\$ 395
Dividends Payable	40,249	51,353	29,080	-	-	-	7,807	34,989	20,275	-	342,496
Unearned Revenue	-	-	-	-	-	107,267	-	57,631	-	-	-
Total Current Liabilities	40,158	51,435	29,103	67	92	107,320	7,899	92,645	20,488	33	342,891
Non-Current Liabilities											
Outstanding Liabilities*	952,193	464,600	184,354	338,697	375,690	740,676	1,235,404	243,886	2,453,749	7,572	1,415,385
ULAE*	126,854	61,895	24,561	45,122	50,050	98,674	164,583	32,491	326,893	1,009	188,560
Total Non-Current	1,079,047	526,495	208,915	383,819	425,740	839,350	1,399,987	276,377	2,780,642	8,581	1,603,945
Total Liabilities	1,119,205	577,930	238,018	383,886	425,832	946,670	1,407,886	369,022	2,801,130	8,614	1,946,836
Net Position											
Designated for	-	-	-	-	-	-	-	-	-	-	-
Designated for Safety	-	-	-	-	-	-	-	-	-	-	-
Undesignated	(24,590)	(27,972)	121,607	419,072	720,705	(61,406)	(14,500)	149,339	260,387	124,215	1,289,591
Total Net Position	(24,590)	(27,972)	121,607	419,072	720,705	(61,406)	(14,500)	149,339	260,387	124,215	1,289,591
Liability & Net Position	\$ 1,094,615	\$ 549,958	\$ 359,625	\$ 802,958	\$ 1,146,537	\$ 885,264	\$ 1,393,386	\$ 518,361	\$ 3,061,517	\$ 132,829	\$ 3,236,427

\*For internal reporting purposes, investments and claim liabilities are classified as non-current.

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position – Workers’ Compensation**  
**For The Three Months Ended September 30, 2023**

	<b>Total All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>	<b>Total Banking Layer</b>
Operating Income				
Administration Deposit	\$ 494,099	\$ 494,099	\$ -	\$ -
Banking Layer Deposit	1,723,001	-	-	1,723,001
Shared Risk Layer	1,067,999	-	1,067,999	-
Excess Deposit/Premium	701,714	-	701,714	-
Banking Layer Assessment	-	-	-	-
Risk Management Grants	94,594	94,594	-	-
Other Income	675	675	-	-
Total Operating Income	4,082,082	589,368	1,769,713	1,723,001
Operating Expenses				
Claims Expense	1,657,932	-	350,855	1,307,077
Consultants	22,247	22,247	-	-
Administration-Other	7,500	7,500	-	-
Safety Service	71,263	71,263	-	-
Claims Administration	631,632	8,500	(1,070,289)	1,693,421
Program Administration	61,701	61,701	-	-
Board Expenses	339	339	-	-
Excess Insurance	701,709	-	701,709	-
Member Identity Theft	3,732	3,732	-	-
Total Operating Expenses	3,158,055	175,282	(17,725)	3,000,498
Operating Income (Loss)	924,027	414,086	1,787,438	(1,277,497)
Non-Operating Income				
Change in Fair Market Value	(215,011)	(7,555)	(100,854)	(106,602)
Investment Income	178,825	6,283	83,879	88,663
Total Non-Operating Income	(36,186)	(1,272)	(16,975)	(17,939)
Change in Net Position	887,841	412,814	1,770,463	(1,295,436)
Beginning Net Position	18,620,919	1,889,233	7,416,093	9,315,593
Ending Net Position	\$ 19,508,760	\$ 2,302,047	\$ 9,186,556	\$ 8,020,157

See Accompanying Accountant’s Report

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position – Workers’ Compensation**  
**For The Three Months Ended September 30, 2023**

	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Elk Grove	City of Folsom	City of Galt	City of Gridley	City of Ione	City of Jackson
Operating Income											
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	30,973	75,190	17,119	19,880	91,023	263,133	303,006	78,378	14,352	5,908	17,442
Shared Risk Layer	-	-	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-	-	-
Banking Layer Assessment	-	-	-	-	-	-	-	-	-	-	-
Risk Management Grants	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-
Total Operating Income	30,973	75,190	17,119	19,880	91,023	263,133	303,006	78,378	14,352	5,908	17,442
Operating Expenses											
Claims Expense	104,511	67,244	(22,692)	16,534	(6,517)	214,204	269,873	(183)	56,271	1,356	6,995
Consultants	-	-	-	-	-	-	-	-	-	-	-
Administration-Other	-	-	-	-	-	-	-	-	-	-	-
Safety Service	-	-	-	-	-	-	-	-	-	-	-
Claims Administration	35,143	69,725	4,653	19,767	57,438	259,648	395,172	29,771	14,446	1,871	16,119
Program Administration	-	-	-	-	-	-	-	-	-	-	-
Board Expenses	-	-	-	-	-	-	-	-	-	-	-
Excess Insurance	-	-	-	-	-	-	-	-	-	-	-
Member Identity Theft	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	139,654	136,969	(18,039)	36,301	50,921	473,852	665,045	29,588	70,717	3,227	23,114
Operating Income (Loss)	(108,681)	(61,779)	35,158	(16,421)	40,102	(210,719)	(362,039)	48,790	(56,365)	2,681	(5,672)
Non-Operating Income											
Change in Fair Market Value	(2,292)	(4,118)	(851)	(997)	(4,696)	(13,839)	(23,861)	(3,851)	(2,785)	(407)	(1,021)
Investment Income	1,906	3,425	708	830	3,906	11,510	19,845	3,203	2,316	338	849
Total Non-Operating Income	(386)	(693)	(143)	(167)	(790)	(2,329)	(4,016)	(648)	(469)	(69)	(172)
Change in Net Position	(109,067)	(62,472)	35,015	(16,588)	39,312	(213,048)	(366,055)	48,142	(56,834)	2,612	(5,844)
Beginning Net Position	283,326	267,825	143,262	56,500	516,468	893,589	2,216,421	576,232	648,370	73,428	93,115
Ending Net Position	\$ 174,259	\$ 205,353	\$ 178,277	\$ 39,912	\$ 555,780	\$ 680,541	\$ 1,850,366	\$ 624,374	\$ 591,536	\$ 76,040	\$ 87,271

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Revenues, Expenses and Changes in Net Position – Workers’ Compensation**  
**For The Three Months Ended September 30, 2023**

	City of Lincoln	City of Marysville	City of Nevada City	City of Oroville	City of Paradise	City of Placerville	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
Operating Income											
Administration Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking Layer Deposit	80,205	37,188	21,964	31,919	18,586	42,101	118,140	25,191	240,705	9,803	180,795
Shared Risk Layer	-	-	-	-	-	-	-	-	-	-	-
Excess Deposit/Premium	-	-	-	-	-	-	-	-	-	-	-
Banking Layer Assessment	-	-	-	-	-	-	-	-	-	-	-
Risk Management Grants	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-
Total Operating Income	80,205	37,188	21,964	31,919	18,586	42,101	118,140	25,191	240,705	9,803	180,795
Operating Expenses											
Claims Expense	59,091	119,364	756	14,396	(9,082)	136,284	18,718	5,022	143,567	(7,387)	118,752
Consultants	-	-	-	-	-	-	-	-	-	-	-
Administration-Other	-	-	-	-	-	-	-	-	-	-	-
Safety Service	-	-	-	-	-	-	-	-	-	-	-
Claims Administration	81,130	50,965	15,980	34,276	37,923	72,787	111,105	23,374	226,234	1,376	134,518
Program Administration	-	-	-	-	-	-	-	-	-	-	-
Board Expenses	-	-	-	-	-	-	-	-	-	-	-
Excess Insurance	-	-	-	-	-	-	-	-	-	-	-
Member Identity Theft	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	140,221	170,329	16,736	48,672	28,841	209,071	129,823	28,396	369,801	(6,011)	253,270
Operating Income (Loss)	(60,016)	(133,141)	5,228	(16,753)	(10,255)	(166,970)	(11,683)	(3,205)	(129,096)	15,814	(72,475)
Non-Operating Income											
Change in Fair Market Value	(4,217)	(2,040)	(1,325)	(2,936)	(4,225)	(2,885)	(4,981)	(1,797)	(11,023)	(473)	(11,982)
Investment Income	3,507	1,697	1,102	2,442	3,514	2,399	4,143	1,495	9,168	394	9,966
Total Non-Operating Income	(710)	(343)	(223)	(494)	(711)	(486)	(838)	(302)	(1,855)	(79)	(2,016)
Change in Net Position	(60,726)	(133,484)	5,005	(17,247)	(10,966)	(167,456)	(12,521)	(3,507)	(130,951)	15,735	(74,491)
Beginning Net Position	36,136	105,512	116,602	436,319	731,671	106,050	(1,979)	152,846	391,338	108,480	1,364,082
Ending Net Position	\$ (24,590)	\$ (27,972)	\$ 121,607	\$ 419,072	\$ 720,705	\$ (61,406)	\$ (14,500)	\$ 149,339	\$ 260,387	\$ 124,215	\$ 1,289,591

See Accompanying Accountant’s Report

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Cash Flows – Workers' Compensation**  
**For The Three Months Ended September 30, 2023**

	<b>Total</b>		<b>Total Banking</b>	
	<b>All Layers</b>	<b>Admin Layer</b>	<b>Shared Layer</b>	<b>Layer</b>
<b>Cash flows from operating activities:</b>				
Cash received from members	\$ 4,146,095	\$ 589,368	\$ 1,755,119	\$ 1,801,608
Cash paid for claims	(716,523)	-	(1,437,009)	720,486
Cash paid for insurance	(2,806,837)	-	(2,806,837)	-
Cash paid to vendors	(974,465)	(299,114)	1,070,289	(1,745,640)
Cash (paid) received for dividends	(286,985)	-	(78,843)	(208,142)
Net cash provided by (used in) operating activities	(638,715)	290,254	(1,497,281)	568,312
<b>Cash flows from investing activities:</b>				
Investment income received	197,288	6,934	92,547	97,807
Net investment (purchases) sales	(226,588)	(737,962)	993,716	(482,342)
Proceeds from sale or maturity of investments	-	-	-	-
Net cash provided by (used in) investing activities	(29,300)	(731,028)	1,086,263	(384,535)
Net increase (decrease) in cash and cash equivalents	(668,015)	(440,774)	(411,018)	183,777
Cash and cash equivalents, beginning of year	3,067,056	1,434,868	497,584	1,134,604
Cash and cash equivalents, end of year	\$ 2,399,041	\$ 994,094	\$ 86,566	\$ 1,318,381
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:				
Operating income (loss)	\$ 924,027	\$ 414,086	\$ 1,787,438	(1,277,497)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
(Increase) decrease in:				
Member receivable	874	-	-	874
Excess receivable	(42,276)	-	(42,276)	-
Prepaid expense	(2,229,422)	(124,294)	(2,105,128)	-
(Decrease) increase in:				
Accounts payable	(51,774)	462	-	(52,236)
Dividend payable	(344,616)	-	(78,843)	(265,773)
Unearned revenue	120,770	-	(14,594)	135,364
Unpaid claims and claim adjustment expenses	983,702	-	(1,043,878)	2,027,580
Net cash provided by (used in) operating activities	\$ (638,715)	\$ 290,254	\$ (1,497,281)	\$ 568,312
Supplemental information:				
Noncash non-operating and investing activities				
Net change in fair value of investments	\$ (215,011)	\$ (7,555)	\$ (100,854)	\$ (106,602)

See Accompanying Accountant's Report

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Cash Flows – Workers’ Compensation**  
**For The Three Months Ended September 30, 2023**

	City of Anderson	City of Auburn	City of Colusa	City of Corning	City of Dixon	City of Elk Grove	City of Folsom	City of Galt	City of Gridley	City of Ione	City of Jackson
<b>Cash flows from operating activities:</b>											
Cash received from members	\$ 30,973	\$ 75,190	\$ 17,119	\$ 19,880	\$ 91,023	\$ 263,133	\$ 303,006	\$ (1,622)	\$ 64,818	\$ 5,908	\$ 18,316
Cash paid for claims	11,309	28,388	1,625	9,075	1,902	143,691	236,901	19,685	6,265	847	12,090
Cash paid for insurance	-	-	-	-	-	-	-	-	-	-	-
Cash paid to vendors	(36,207)	(71,756)	(5,039)	(20,637)	(59,565)	(266,224)	(407,066)	(30,931)	(14,833)	(2,065)	(16,506)
Cash paid for dividends	(30,364)	(23,730)	-	(7,145)	-	-	-	(22,500)	-	(6,617)	-
Net cash provided by (used in) operating activities	(24,289)	8,092	13,705	1,173	33,360	140,600	132,841	(35,368)	56,250	(1,927)	13,900
<b>Cash flows from investing activities:</b>											
Investment income received	2,103	3,777	777	915	4,309	12,695	21,896	3,533	2,558	374	938
Net investment (purchases) sales	(2,416)	(4,339)	(897)	(1,051)	(4,949)	(214,584)	(225,145)	(4,058)	(2,935)	(429)	(1,076)
Proceeds from sale or maturity of investments	-	-	-	-	-	-	-	-	-	-	-
Net cash provided by (used in) investing activities	(313)	(562)	(120)	(136)	(640)	(201,889)	(203,249)	(525)	(377)	(55)	(138)
Net increase (decrease) in cash and cash equivalents	(24,602)	7,530	13,585	1,037	32,720	(61,289)	(70,408)	(35,893)	55,873	(1,982)	13,762
Cash and cash equivalents, beginning of year	33,269	120,169	46,627	30,823	68,104	157,070	199,200	98,342	19,754	42,114	13,736
Cash and cash equivalents, end of year	\$ 8,667	\$ 127,699	\$ 60,212	\$ 31,860	\$ 100,824	\$ 95,781	\$ 128,792	\$ 62,449	\$ 75,627	\$ 40,132	\$ 27,498
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:											
Operating income (loss)	\$ (108,681)	\$ (61,779)	\$ 35,158	\$ (16,421)	\$ 40,102	\$ (210,719)	\$ (362,039)	\$ 48,790	\$ (56,365)	\$ 2,681	\$ (5,672)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:											
(Increase) decrease in:											
Member receivable	-	-	-	-	-	-	-	-	-	-	874
Excess receivable	-	-	-	-	-	-	-	-	-	-	-
Prepaid expense	-	-	-	-	-	-	-	-	-	-	-
(Decrease) increase in:											
Accounts payable	(1,064)	(2,033)	(386)	(870)	(2,127)	(6,577)	(11,899)	(1,161)	(389)	(194)	(387)
Dividend payable	(30,364)	(23,730)	-	(7,145)	-	-	-	(22,500)	-	(6,617)	-
Unearned revenue	-	-	-	-	-	-	-	(80,000)	50,466	-	-
Unpaid claims and claim adjustment expenses	115,820	95,634	(21,067)	25,609	(4,615)	357,896	506,779	19,503	62,538	2,203	19,085
Net cash provided by (used in) operating activities	\$ (24,289)	\$ 8,092	\$ 13,705	\$ 1,173	\$ 33,360	\$ 140,600	\$ 132,841	\$ (35,368)	\$ 56,250	\$ (1,927)	\$ 13,900
Supplemental information:											
Noncash non-operating and investing activities											
Net change in fair value of investments	\$ (2,292)	\$ (4,118)	\$ (851)	\$ (997)	\$ (4,696)	\$ (13,839)	\$ (23,861)	\$ (3,851)	\$ (2,785)	\$ (407)	\$ (1,021)

**Northern California Cities Self Insurance Fund**  
**(Governmental Enterprise Fund)**  
**Combining Statement of Cash Flows – Workers’ Compensation**  
**For The Three Months Ended September 30, 2023**

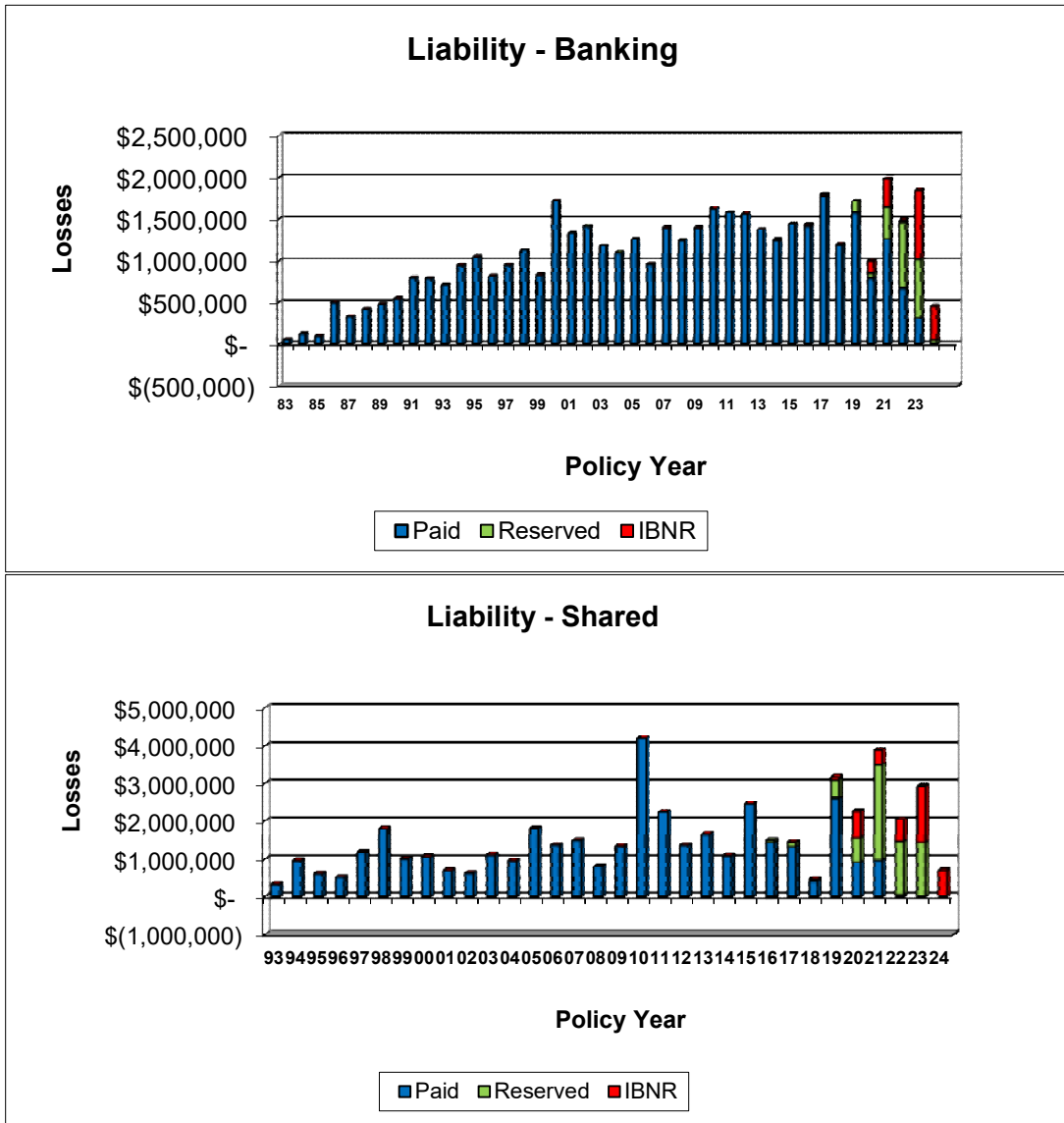
	City of Lincoln	City of Marysville	City of Nevada City	City of Oroville	City of Paradise	City of Placerville	City of Red Bluff	City of Rio Vista	City of Rocklin	City of Willows	City of Yuba City
<b>Cash flows from operating activities:</b>											
Cash received from members	\$ 80,205	\$ 37,188	\$ 21,964	\$ 31,919	\$ 18,586	\$ 149,368	\$ 118,140	\$ 25,191	\$ 240,705	\$ 9,803	\$ 180,795
Cash paid for claims	(86,639)	23,420	2,952	13,108	18,491	20,648	79,223	13,370	132,311	208	31,616
Cash paid for insurance	-	-	-	-	-	-	-	-	-	-	-
Cash paid to vendors	(83,547)	(52,706)	(16,367)	(36,017)	(40,050)	(74,818)	(114,103)	(24,341)	(232,520)	(1,666)	(138,676)
Cash paid for dividends	(13,417)	(17,118)	(9,693)	-	-	-	(2,602)	45,968	(6,759)	-	(114,165)
Net cash provided by (used in) operating activities	(103,398)	(9,216)	(1,144)	9,010	(2,973)	95,198	80,658	60,188	133,737	8,345	(40,430)
<b>Cash flows from investing activities:</b>											
Investment income received	3,867	1,872	1,215	2,695	3,875	2,648	4,570	1,648	10,113	433	10,996
Net investment (purchases) sales	115,556	17,850	8,603	(3,094)	(4,452)	(3,040)	(5,250)	(1,894)	(211,616)	(499)	67,373
Proceeds from sale or maturity of investments	-	-	-	-	-	-	-	-	-	-	-
Net cash provided by (used in) investing activities	119,423	19,722	9,818	(399)	(577)	(392)	(680)	(246)	(201,503)	(66)	78,369
Net increase (decrease) in cash and cash equivalents	16,025	10,506	8,674	8,611	(3,550)	94,806	79,978	59,942	(67,766)	8,279	37,939
Cash and cash equivalents, beginning of year	2,730	3,889	2,700	4,152	50,073	42,351	7,046	23,866	129,674	30,197	8,718
Cash and cash equivalents, end of year	\$ 18,755	\$ 14,395	\$ 11,374	\$ 12,763	\$ 46,523	\$ 137,157	\$ 87,024	\$ 83,808	\$ 61,908	\$ 38,476	\$ 46,657
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:											
Operating income (loss)	\$ (60,016)	\$ (133,141)	\$ 5,228	\$ (16,753)	\$ (10,255)	\$ (166,970)	\$ (11,683)	\$ (3,205)	\$ (129,096)	\$ 15,814	\$ (72,475)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:											
(Increase) decrease in:											
Member receivable	-	-	-	-	-	-	-	-	-	-	-
Excess receivable	-	-	-	-	-	-	-	-	-	-	-
Prepaid expense	-	-	-	-	-	-	-	-	-	-	-
(Decrease) increase in:											
Accounts payable	(2,417)	(1,742)	(387)	(1,741)	(2,128)	(2,031)	(2,998)	(969)	(6,287)	(290)	(4,159)
Dividend payable	(13,417)	(17,118)	(9,693)	-	-	-	(2,602)	(11,663)	(6,759)	-	(114,165)
Unearned revenue	-	-	-	-	-	107,267	-	57,631	-	-	-
Unpaid claims and claim adjustment expenses	(27,548)	142,785	3,708	27,504	9,410	156,932	97,941	18,394	275,879	(7,179)	150,369
Net cash provided by (used in) operating activities	\$ (103,398)	\$ (9,216)	\$ (1,144)	\$ 9,010	\$ (2,973)	\$ 95,198	\$ 80,658	\$ 60,188	\$ 133,737	\$ 8,345	\$ (40,430)
Supplemental information:											
Noncash non-operating and investing activities											
Net change in fair value of investments	\$ (4,217)	\$ (2,040)	\$ (1,325)	\$ (2,936)	\$ (4,225)	\$ (2,885)	\$ (4,981)	\$ (1,797)	\$ (11,023)	\$ (473)	\$ (11,982)



**Northern California Cities Self Insurance Fund  
(Governmental Enterprise Fund)  
Reconciliation of Claims Liability by Program  
As of September 30, 2023 and June 30, 2023**

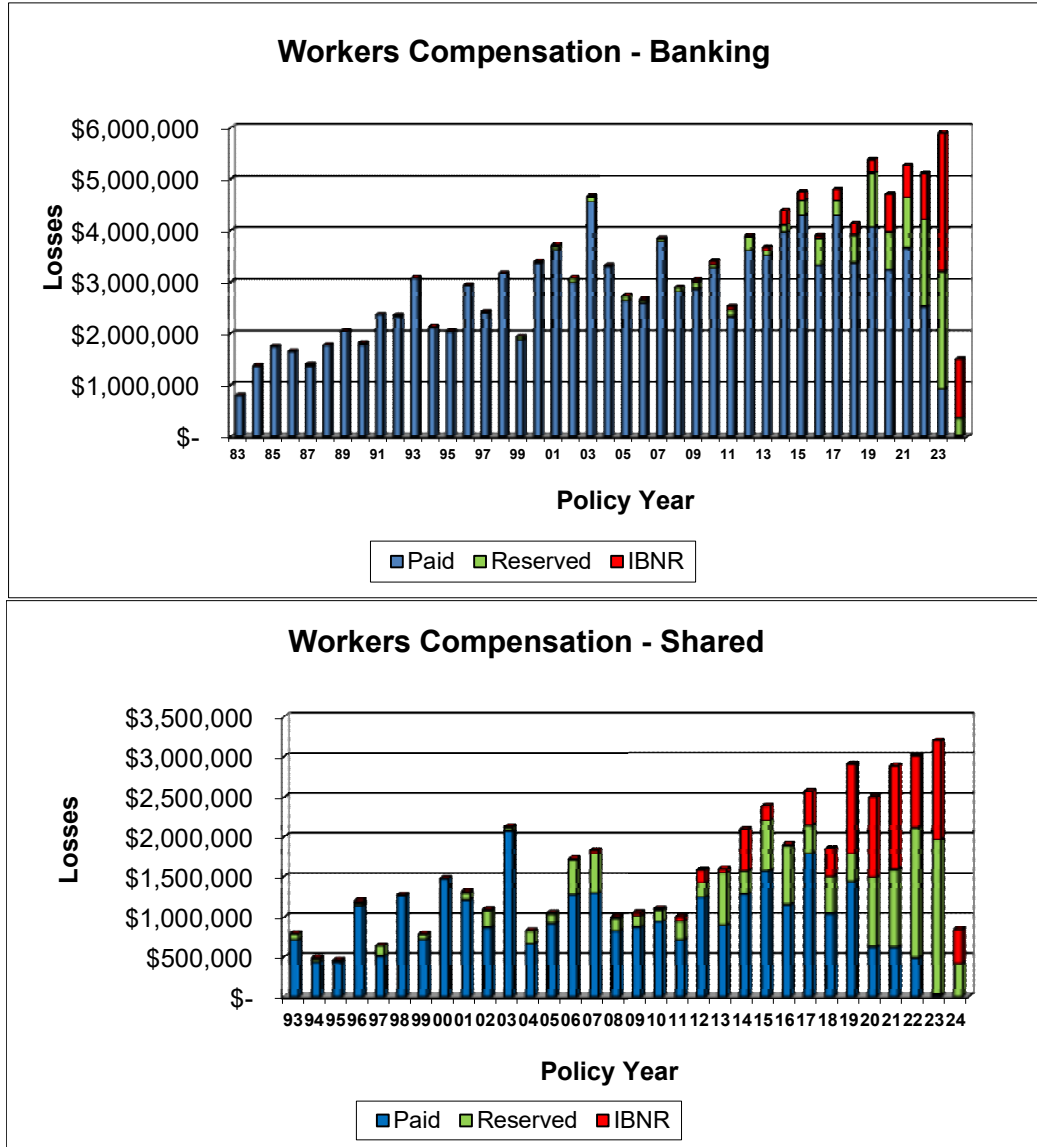
	Liability Banking 2024	Liability Shared Risk 2024	Total Liability Program		WC Banking 2024	WC Shared Risk 2024	Total WC Program		Totals	
			2024	2023			2024	2023	2024	2023
Unpaid claims and claim adjustment expenses at beginning of the fiscal year	\$ 3,810,919	\$ 9,746,592	\$ 13,557,511	\$ 11,900,117	\$ 7,316,936	\$ 19,988,469	\$ 27,305,405	\$ 39,873,158	\$ 40,862,916	\$ 51,773,275
Incurring claims and claim adjustment expenses:										
Provision for insured events of the current fiscal year	459,565	691,578	1,151,143	4,358,453	1,506,908	842,801	2,349,709	9,080,202	3,500,852	13,438,655
Increases (Decreases) in provision for insured events of prior fiscal years	8,154	448,929	457,083	1,014,871	(199,834)	(375,505)	(575,339)	(1,295,632)	(118,256)	(280,761)
Change in provision for ULAE in current year	-	-	-	-	-	-	-	-	-	-
Total incurred claims and claim adjustment expenses	467,719	1,140,507	1,608,226	5,373,324	1,307,074	467,296	1,774,370	7,784,570	3,382,596	13,157,894
Payments:										
Claims and claim adjustment expenses attributable to insured events of the current fiscal year	1,873	-	1,873	262,304	33,593	-	33,593	804,955	35,466	1,067,259
Claims and claim adjustment expenses attributable to insured events of prior fiscal years	318,677	273,121	591,798	3,453,626	701,840	440,884	1,142,724	7,520,858	1,734,522	10,974,484
Total Payments	320,550	273,121	593,671	3,715,930	735,433	440,884	1,176,317	8,325,813	1,769,988	12,041,743
Adjustment to remove ULAE for this Sch.					(933,290)	(1,093,220)	(2,026,511)		(2,026,511)	
Total unpaid claims and claim adjustment expenses at end of the fiscal year	\$ 3,958,088	\$ 10,613,978	\$ 14,572,066	\$ 13,557,511	\$ 6,955,287	\$ 18,921,661	\$ 25,876,947	\$ 39,331,915	\$ 40,449,013	\$ 52,889,426
Claims Liability	\$ 3,958,089	\$ 10,613,976	\$ 14,572,065	\$ 13,557,511	\$ 17,888,577	\$ 20,014,880	\$ 37,903,457	\$ 37,305,403	\$ 52,475,522	\$ 50,862,914
Claims ULAE	628,000	-	628,000	628,000	2,383,155	-	2,383,155	1,997,530	3,011,155	2,625,530
Total Claim Liabilities	\$ 4,586,089	\$ 10,613,976	\$ 15,200,065	\$ 14,185,511	\$ 20,271,732	\$ 20,014,880	\$ 40,286,612	\$ 39,302,933	\$ 55,486,677	\$ 53,488,444

**Northern California Cities Self Insurance Fund**  
**Graphical Summary of Claims**  
**As of September 30, 2023**



**Northern California Cities Self Insurance Fund**  
**Graphical Summary of Claims**  
**As of September 30, 2023**

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**Northern California Cities Self Insurance Fund**  
**Budget to Actual**  
**As of September 30, 2023**

	Budget 2023-2024			YTD Expended 2023-2024			Remaining 2023-2024			
	Total	WC	Liab	Total	WC	Liab	Total \$	Total %	WC	Liab
<b>ADMIN BUDGET</b>										
<b>Administrative Revenue</b>										
41010 Administrative Deposit - See Note 1	\$ 2,808,102	\$ 1,976,402	\$ 831,700	\$ 702,024	\$ 494,099	\$ 207,925	\$ 2,106,078	75%	\$ 1,482,303	\$ 623,775
44030 Change in Fair Value - See Note 2	-	-	-	(9,175)	(7,555)	(1,620)	9,175		7,555	1,620
44040 Interest Income - See Note 2	-	-	-	7,597	6,283	1,314	(7,597)		(6,283)	(1,314)
44080 Risk Management Grants	-	-	-	94,594	94,594	-	(94,594)		(94,594)	-
44010 Other Income	-	-	-	675	675	-	(675)		(675)	-
Total Admin Revenue	<u>\$ 2,808,102</u>	<u>\$ 1,976,402</u>	<u>\$ 831,700</u>	<u>\$ 795,715</u>	<u>\$ 588,096</u>	<u>\$ 207,619</u>	<u>\$ 2,012,387</u>	<u>72%</u>	<u>\$ 1,388,306</u>	<u>\$ 624,081</u>
<b>Administrative Expenses</b>										
52101 Claims Audit	\$ 8,500	\$ -	\$ 8,500	\$ -	\$ -	\$ -	\$ 8,500	100%	\$ -	\$ 8,500
52102 Financial Audit	28,250	14,125	14,125	26,250	13,125	13,125	2,000	7%	1,000	1,000
52103 Legal Services	17,000	2,000	15,000	1,038	122	916	15,962	94%	1,878	14,084
52104 Actuarial Services	15,000	6,500	8,500	-	-	-	15,000	100%	6,500	8,500
52106 CAJPA Accreditation	6,000	3,000	3,000	-	-	-	6,000	100%	3,000	3,000
52900 Member Identity Theft Protection	14,929	14,929	-	3,732	3,732	-	11,197	75%	11,197	-
52109 Misc Consulting / Contingency	5,000	2,500	2,500	-	-	-	5,000	100%	2,500	2,500
52110 Lexipol Grant Finder Services	18,000	9,000	9,000	18,000	9,000	9,000	-	0%	-	-
Total Admin Expenses	<u>\$ 112,679</u>	<u>\$ 52,054</u>	<u>\$ 60,625</u>	<u>\$ 49,020</u>	<u>\$ 25,979</u>	<u>\$ 23,041</u>	<u>\$ 63,659</u>	<u>56%</u>	<u>\$ 26,075</u>	<u>\$ 37,584</u>
<b>Safety Services</b>										
52201 Outside Training	\$ 30,000	\$ 15,000	\$ 15,000	\$ 166	\$ 83	\$ 83	\$ 29,834	99%	\$ 14,917	\$ 14,917
52202 Risk Mgmt Comm Mtg Expense	1,500	750	750	-	-	-	1,500	100%	750	750
52204 Bickmore Risk Management Services	184,320	92,160	92,160	46,080	23,040	23,040	138,240	75%	69,120	69,120
52207 Member Training and Risk Management	88,000	50,000	38,000	5,006	2,674	2,332	82,994	94%	47,326	35,668
52208 Lexipol Police Manual Updates & DTBs	150,796	150,796	-	37,699	37,699	-	113,097	75%	113,097	-
52209 Police Risk Management Funds	50,000	25,000	25,000	15,534	7,767	7,767	34,466	69%	17,233	17,233
Total Safety Services Expenses	<u>\$ 504,616</u>	<u>\$ 333,706</u>	<u>\$ 170,910</u>	<u>\$ 104,485</u>	<u>\$ 71,263</u>	<u>\$ 33,222</u>	<u>\$ 400,131</u>	<u>79%</u>	<u>\$ 262,443</u>	<u>\$ 137,688</u>

**Northern California Cities Self Insurance Fund**  
**Budget to Actual**  
**As of September 30, 2023**

	Budget 2023-2024			YTD Expended 2023-2024			Remaining 2023-2024			
	Total	WC	Liab	Total	WC	Liab	Total	Total %	WC	Liab
<b>ADMIN BUDGET CONTINUED</b>										
<b>Claims Administration</b>										
52302 Claims Administration Fee	\$ 17,500	\$ 17,500	\$ -	\$ 8,500	\$ 8,500	\$ -	\$ 9,000	51%	\$ 9,000	\$ -
52304 State Funding/Fraud Assessment	350,000	350,000	-	-	-	-	350,000	100%	350,000	-
Total Claims Admin Expenses	<u>\$ 367,500</u>	<u>\$ 367,500</u>	<u>\$ -</u>	<u>\$ 8,500</u>	<u>\$ 8,500</u>	<u>\$ -</u>	<u>\$ 359,000</u>	<u>98%</u>	<u>\$ 359,000</u>	<u>\$ -</u>
<b>Program Administration</b>										
52401 Program Administration and Brokerage Fee	\$ 385,249	\$ 175,113	\$ 210,136	\$ 96,320	\$ 43,782	\$ 52,538	\$ 288,929	75%	\$ 131,331	\$ 157,598
52403 Accounting Services	140,502	70,251	70,251	35,838	17,919	17,919	104,664	74%	52,332	52,332
Total Program Admin Expenses	<u>\$ 525,751</u>	<u>\$ 245,364</u>	<u>\$ 280,387</u>	<u>\$ 132,158</u>	<u>\$ 61,701</u>	<u>\$ 70,457</u>	<u>\$ 393,593</u>	<u>75%</u>	<u>\$ 183,663</u>	<u>\$ 209,930</u>
<b>Board Expenses</b>										
52501 Executive Committee	\$ 2,500	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ -	\$ 2,500	100%	\$ 1,250	\$ 1,250
52502 Executive Committee Member Travel	4,000	2,000	2,000	-	-	-	4,000	100%	2,000	2,000
52503 Board of Directors Meetings (includes Travel)	8,000	4,000	4,000	681	339	342	7,319	91%	3,661	3,658
52509 Board of Directors Long Range Planning Session	8,000	4,000	4,000	-	-	-	8,000	100%	4,000	4,000
52506 Trustee E&O Coverage (APPL)	18,056	9,028	9,028	4,514	-	4,514	13,542	75%	9,028	4,514
52504 Association Memberships	5,000	2,500	2,500	-	-	-	5,000	100%	2,500	2,500
Total Board Expenses	<u>\$ 45,556</u>	<u>\$ 22,778</u>	<u>\$ 22,778</u>	<u>\$ 5,195</u>	<u>\$ 339</u>	<u>\$ 4,856</u>	<u>\$ 40,361</u>	<u>89%</u>	<u>\$ 22,439</u>	<u>\$ 17,922</u>
<b>Other Administration Expenses - Not identified with above budget line items</b>										
52000 Administrative Expense	\$ 10,000	\$ 5,000	\$ 5,000	\$ 7,500	\$ 7,500	\$ -	\$ (7,500)	-75%	\$ (7,500)	\$ -
Total Other Admin	<u>\$ 10,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 7,500</u>	<u>\$ 7,500</u>	<u>\$ -</u>	<u>\$ (7,500)</u>	<u>-75%</u>	<u>\$ (7,500)</u>	<u>\$ -</u>
<b>Total Admin Expenses</b>	<u>\$ 1,566,102</u>	<u>\$ 1,026,402</u>	<u>\$ 539,700</u>	<u>\$ 306,858</u>	<u>\$ 175,282</u>	<u>\$ 131,576</u>	<u>\$ 1,249,244</u>	<u>80%</u>	<u>\$ 846,120</u>	<u>\$ 403,124</u>
<b>TOTAL ADMIN REVENUE OVER EXPENSES</b>	<b>\$ 1,242,000</b>	<b>\$ 950,000</b>	<b>\$ 292,000</b>	<b>\$ 488,857</b>	<b>\$ 412,814</b>	<b>\$ 76,043</b>	<b>\$ 763,143</b>		<b>\$ 542,186</b>	<b>\$ 220,957</b>

**Northern California Cities Self Insurance Fund**  
**Budget to Actual**  
**As of September 30, 2023**

	Budget 2023-2024			YTD Expended 2023-2024			Remaining 2023-2024			
	Total	WC	Liab	Total	WC	Liab	Total	Total %	WC	Liab
<b>Banking Layer Revenue</b>										
41020 Banking Layer Deposit - See Note 1	\$ 9,360,000	\$ 6,892,000	\$ 2,468,000	\$ 2,297,128	\$ 1,723,001	\$ 574,127	\$ 7,062,872	75%	\$ 5,168,999	\$ 1,893,873
44030 Change in Fair Value - See Note 2	-	-	-	(139,049)	(106,602)	(32,447)	139,049		106,602	32,447
44040 Interest Income - See Note 2	-	-	-	115,650	88,663	26,987	(115,650)		(88,663)	(26,987)
Total Banking Layer Revenue	<u>\$ 9,360,000</u>	<u>\$ 6,892,000</u>	<u>\$ 2,468,000</u>	<u>\$ 2,273,729</u>	<u>\$ 1,705,062</u>	<u>\$ 568,667</u>	<u>\$ 7,086,271</u>	<u>76%</u>	<u>\$ 5,186,938</u>	<u>\$ 1,899,333</u>
<b>Banking Layer Expenses</b>										
51100 Claims Expense - See Note 4	\$ 8,177,000	\$ 6,286,000	\$ 1,891,000	\$ 1,055,982	\$ 735,432	\$ 320,550	\$ 7,121,018	87%	\$ 5,550,568	\$ 1,570,450
51400 OS Liability Adjustment - See Note 4	-	-	-	718,813	571,645	147,168	(718,813)		(571,645)	(147,168)
51800 ULAE Adjustment - See Note 4	-	-	-	-	-	-	-		-	-
52300 Claims Admin - See Note 4	1,247,000	950,000	297,000	1,762,848	1,693,421	69,427	(515,848)	-41%	(743,421)	227,573
Total Banking Layer Expenses	<u>\$ 9,424,000</u>	<u>\$ 7,236,000</u>	<u>\$ 2,188,000</u>	<u>\$ 3,537,643</u>	<u>\$ 3,000,498</u>	<u>\$ 537,145</u>	<u>\$ 5,886,357</u>	<u>62%</u>	<u>\$ 4,235,502</u>	<u>\$ 1,650,855</u>
<b>TOTAL BANKING REVENUE OVER EXPENSES</b>	<b>\$ (64,000)</b>	<b>\$ (344,000)</b>	<b>\$ 280,000</b>	<b>\$ (1,263,914)</b>	<b>\$ (1,295,436)</b>	<b>\$ 31,522</b>	<b>\$ 1,199,914</b>	<b>-1875%</b>	<b>\$ 951,436</b>	<b>\$ 248,478</b>

**Northern California Cities Self Insurance Fund**  
**Budget to Actual**  
**As of September 30, 2023**

	Budget 2023-2024			YTD Expended 2023-2024			Remaining 2023-2024			
	Total	WC	Liab	Total	WC	Liab	Total	Total %	WC	Liab
<b>Shared Layer Revenue</b>										
41030 Shared Risk Layer Deposit - See Note 1	\$ 9,050,000	\$ 4,272,000	\$ 4,778,000	\$ 2,262,499	\$ 1,067,999	\$ 1,194,500	\$ 6,787,501	75%	\$ 3,204,001	\$ 3,583,500
41040 Excess Deposit/Premium - See Note 1	8,634,078	2,806,837	5,827,241	2,158,524	701,714	1,456,810	6,475,554	75%	2,105,123	4,370,431
44030 Change in Fair Value	-	-	-	(159,646)	(100,854)	(58,792)	159,646		100,854	58,792
44040 Interest Income	-	-	-	132,807	83,879	48,928	(132,807)		(83,879)	(48,928)
44060 Property Premium - See Note 1	7,189,505	-	7,189,505	1,832,872	-	1,832,872	5,356,633	75%	-	5,356,633
44070 Crime Premium - See Note 1	52,103	-	52,103	110,949	-	110,949	(58,846)	-113%	-	(58,846)
Total Shared Layer Revenue	<u>\$ 24,925,686</u>	<u>\$ 7,078,837</u>	<u>\$ 17,846,849</u>	<u>\$ 6,338,005</u>	<u>\$ 1,752,738</u>	<u>\$ 4,585,267</u>	<u>\$ 18,587,681</u>	<u>75%</u>	<u>\$ 5,326,099</u>	<u>\$ 13,261,582</u>
<b>Shared Layer Expenses</b>										
51100 Claims Expense	\$ 6,365,000	\$ 3,519,000	\$ 2,846,000	\$ 1,491,409	\$ 350,855	\$ 1,140,554	\$ 4,873,591	77%	\$ 3,168,145	\$ 1,705,446
52201 Outside Training	-	-	-	8,835	-	8,835	(8,835)		-	(8,835)
52300 Claims Admin	-	-	-	(1,070,289)	(1,070,289)	-	1,070,289		1,070,289	-
54100 Excess Deposit/Premium Exp - See Note 5	8,634,078	2,806,837	5,827,241	2,158,519	701,709	1,456,810	6,475,559	75%	2,105,128	4,370,431
54150 Member Property Coverage - See Note 5	7,189,505	-	7,189,505	1,806,275	-	1,806,275	5,383,230	75%	-	5,383,230
54150 Member Crime Coverage - See Note 5	52,103	-	52,103	110,949	-	110,949	(58,846)	-113%	-	(58,846)
Total Shared Layer Expenses	<u>\$ 22,240,686</u>	<u>\$ 6,325,837</u>	<u>\$ 15,914,849</u>	<u>\$ 4,505,698</u>	<u>\$ (17,725)</u>	<u>\$ 4,523,423</u>	<u>\$ 17,734,988</u>	<u>80%</u>	<u>\$ 6,343,562</u>	<u>\$ 11,391,426</u>
<b>TOTAL SHARED REVENUE OVER EXPENSES</b>	<b>\$ 2,685,000</b>	<b>\$ 753,000</b>	<b>\$ 1,932,000</b>	<b>\$ 1,832,307</b>	<b>\$ 1,770,463</b>	<b>\$ 61,844</b>	<b>\$ 852,693</b>	<b>32%</b>	<b>\$ (1,017,463)</b>	<b>\$ 1,870,156</b>
<b>OTHER INCOME/(EXPENSE)</b>										
59000 Interfund Transfers	-	-	-	\$ -	-	-	-		-	-
Rounding	-	-	-	-	-	-	-		-	-
Total Other Income/(Expense)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL INCOME/(EXPENSE)</b>	<b>\$ 3,863,000</b>	<b>\$ 1,359,000</b>	<b>\$ 2,504,000</b>	<b>\$ 1,057,250</b>	<b>\$ 887,841</b>	<b>\$ 169,409</b>	<b>\$ 2,815,750</b>	<b>73%</b>	<b>\$ 476,159</b>	<b>\$ 2,339,591</b>



**Northern California Cities Self Insurance Fund**  
**Notes to Budget to Actual**  
**As of September 30, 2023**

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**1. Revenue Recognition**

The budget presents revenue to be earned during the entire fiscal year. In accordance with the accrual basis of accounting, the YTD Expended columns show only the amount earned by the organization, year-to-date.

**2. Investment Income**

No budget is developed for the Change in Fair Value and Interest Income amounts, as it is difficult to predict the yield on the organization's portfolio.

**3. Claims Expenses**

Claims related expenses are budgeted based on the estimated claims expense for the year. Claims related expenses are recorded on the books in several additional categories. Review of the budget to actual performance of claims related items should take this into consideration.

**4. Insurance Expense Recognition**

The budget presents excess and other insurance expense based on the policy fee paid for entire fiscal year. In accordance with the accrual basis of accounting, the YTD Expended columns show only the portion of the policy used by the organization, year-to-date. The remainder of the policy fee paid, but not used to date is recorded in Prepaid Expenses on the Statement of Net Position, as applicable.

**Northern California Cities Self Insurance Fund  
Risk Management Reserves Current Usage Report  
As of September 30, 2023**

Designee	Risk Management Reserve			07/01/2022 Through	
	6/30/2023			9/30/2023	9/30/2023
	Balance Forward	Election FY23/24	Refund Allocation	Current Year Spent	Remaining
<b>Designated Funds</b>					
Anderson Designations	13,681.00	0.00	14,594.00	0.00	28,275.00
Auburn Designations	28,770.00	0.00	0.00	0.00	28,770.00
Colusa Designations	24,825.00	0.00	0.00	0.00	24,825.00
Corning Designations	4,000.00	0.00	0.00	0.00	4,000.00
Dixon Designations	45,501.66	0.00	0.00	0.00	45,501.66
Elk Grove Designations	4,000.00	0.00	0.00	0.00	4,000.00
Folsom Designations	102,170.63	0.00	0.00	0.00	102,170.63
Galt Designations	21,931.00	0.00	20,000.00	0.00	41,931.00
Gridley Designations	35,140.00	0.00	0.00	0.00	35,140.00
Ione Designations	7,340.00	0.00	0.00	0.00	7,340.00
Jackson Designations	12,617.00	0.00	0.00	0.00	12,617.00
Lincoln Designations	12,788.31	0.00	0.00	0.00	12,788.31
Marysville Designations	68,465.00	0.00	0.00	0.00	68,465.00
Nevada City Designations	6,453.00	0.00	0.00	0.00	6,453.00
Oroville Designations	5,439.50	0.00	0.00	0.00	5,439.50
Paradise Designations	4,000.00	0.00	0.00	0.00	4,000.00
Placerville Designations	13,048.00	0.00	0.00	0.00	13,048.00
Red Bluff Designations	0.00	0.00	0.00	0.00	0.00
Rio Vista Designations	0.00	0.00	0.00	0.00	0.00
Rocklin Designations	147,857.20	0.00	0.00	0.00	147,857.20
Willows Designations	58,175.00	0.00	0.00	0.00	58,175.00
Yuba City Designations	4,000.00	0.00	0.00	0.00	4,000.00
<b>Total Designated Funds</b>	<b>620,202.30</b>	<b>0.00</b>	<b>34,594.00</b>	<b>0.00</b>	<b>654,796.30</b>

Note: The Refund Allocations are based upon refunds for year ending 6/30/23.

**Northern California Cities Self Insurance Fund**  
**Police Risk Management Grants Current Usage Report**  
**As of September 30, 2023**

	Police Risk Management 07/01/2023 Through				
	6/30/2023		Refund	9/30/2023	9/30/2023
	Balance Forward	Grant FY23/24	Allocation	Current Year Spent	Remaining
Designated Funds					
Anderson Designations	\$12,120.00	\$1,515.00		\$0.00	\$13,635.00
Auburn Designations	\$3,550.73	\$3,030.00		\$0.00	\$6,580.73
Colusa Designations	\$17,450.00	\$1,515.00		\$0.00	\$18,965.00
Corning Designations	\$6,527.62	\$1,515.00		\$0.00	\$8,042.62
Dixon Designations	\$5,393.99	\$3,030.00		\$0.00	\$8,423.99
Elk Grove Designations	\$3,030.00	\$3,030.00		\$0.00	\$6,060.00
Folsom Designations	\$407,575.00	\$3,788.00		\$0.00	\$411,363.00
Galt Designations	\$68,030.00	\$3,030.00	\$60,000.00	\$0.00	\$131,060.00
Gridley Designations	\$7,576.74	\$1,515.00		\$0.00	\$9,091.74
Ione Designations	\$8,845.93	\$1,515.00		\$0.00	\$10,360.93
Jackson Designations	\$3,030.00	\$1,515.00		\$0.00	\$4,545.00
Lincoln Designations	\$6,059.50	\$3,030.00		\$0.00	\$9,089.50
Marysville Designations	\$13,261.13	\$2,273.00		\$15,533.00	\$1.13
Nevada City Designations	\$4,545.00	\$1,515.00		\$0.00	\$6,060.00
Oroville Designations	\$12,120.00	\$3,030.00		\$0.00	\$15,150.00
Paradise Designations	\$1.09	\$2,273.00		\$0.00	\$2,274.09
Placerville Designations	\$2,014.57	\$1,515.00		\$0.00	\$3,529.57
Red Bluff Designations	\$4,128.96	\$2,273.00		\$0.00	\$6,401.96
Rio Vista Designations	-\$0.15	\$1,515.00		\$0.00	\$1,514.85
Rocklin Designations	\$6,060.00	\$3,030.00		\$0.00	\$9,090.00
Willows Designations	\$1,515.00	\$1,515.00		\$0.00	\$3,030.00
Yuba City Designations	\$14,480.95	\$3,030.00		\$0.00	\$17,510.95
Total Designated Funds	\$607,316.06	\$49,997.00	\$60,000.00	\$15,533.00	\$701,780.06

Note: The Refund Allocation are based upon refunds from 6/30/23.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item H.2.**

**BUDGET TO ACTUAL AS OF SEPTEMBER 30, 2023**

**ACTION ITEM**

**ISSUE:** The Program Administrators regularly review the budget to actual results at each Board meeting.

**RECOMMENDATION:** None.

**FISCAL IMPACT:** None.

**BACKGROUND:** Members have asked for this item to be reviewed at each meeting to ensure that NCCSIF finances are on track. They have requested that the Program Administrators discuss any items pertaining to the budget, updating members on the status of the current budget-to-actual.

**ATTACHMENT(S):** Please refer to pages 26-30 of the Quarterly Financial Report for Period Ending September 30, 2023 - Budget to Actual as of September 30, 2023



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item I.1.a.**

**RESTRUCTURING OF POLICY CATEGORIES**

**ACTION ITEM**

**ISSUE:** The Program Administrators have reorganized the NCC Administration Policies and Procedures (P&Ps) and replaced two categories specific to each Program with two more general categories for Claim and Finance P&Ps. These changes entail renumbering of the Policies, including those for Risk Management, to further the *goal of organizing them by function*.

Attached please find illustrations of the changes to the Administrative Policies, the combining of policies related to Finance and Claims into those new categories and re-labeling the Risk Management Policies to separate Best Practices from the risk management administrative policies.

**RECOMMENDATION:** Review and approve the policy reorganization as presented or revised or provide direction.

**FISCAL IMPACT:** None expected from this item.

**BACKGROUND:** NorCal Cities' Policies and Procedures have been developed and revised over the many years of the group's existence, with policies added to the end of the Administration category as they were enacted or assigned to the Liability or Workers' Compensation categories. The result has been the mixing of certain types of policies, including financial formulas, across more than one category. The Program Administrators have prepared a reorganization of the P&P Categories and Policies around various functions – Administration, Finance, Claims, and Risk Management – and eliminated the Workers' Compensation and Liability Categories.

**ATTACHMENT(S):**

1. Administrative Policy Reorganization
2. New Claim and Finance Categories
3. Risk Management Policy Renumbering

### Reorganization of the Administration Policies and Procedures

Number	Name	Moved to Category
A-1	Banking Layer Plan Fund Adjustments	finance
A-2	Service Provider Performance Evaluation	
A-3	Meal Arrangements & Obligations for NCCSIF Meetings	
A-4	Quarterly Financial Statements	finance
A-5	None	
A-6A	Liability Shared Risk Layer Claims Handling Policy & Settlement Authority	claims
A-6B	Workers' Compensation Shared Risk Layer Claims Settlement	claims
A-7	Records Retention	
A-8	Late Payment Charges	finance
A-9	Selection and Use of Defense Counsel & Employment Practices Investigators	claims
A	A-9 Attachment A - Liability Approved List of Counsel	claims
B	A-9 Attachment B - WC Approved List of Counsel	claims
C	A-9 Attachment C - Employment Practices Recommended Investigators	claims
A-10	Annual Calendar	
A-11	Recalculation of Deposits Upon Change in Exposure	finance
A-12	Shared Risk Layer Plan Fund Adjustments	finance
A-13	Review and Control of Investment Activities	finance
A-14	Teleconferencing Under the Brown Act	
A-15	Travel Expenses	
A-16	Segregation of Accounting Duties	finance
A-17	Shared Risk Layer Plan Target Funding Policy	finance
A-18	Finance Committee Composition and Duties	finance
A-19	<del>Risk Management Grant</del>	
A-20	Protection of Electronic Data	
A-21	Admin Budget Contingency Reserve and Surplus	finance
A-22	Agenda Posting Policy	
A-23	Underwriting Policy	
A-24	Non-claim Disputes	

### Remaining Administration Policies & Procedures

Old No.	Policy Name	New No.
A-2	Service Provider Performance Evaluation	A1
A-3	Meal Arrangements & Obligations for NCCSIF Meetings	A2
A-7	Records Retention	A3
A-10	Annual Calendar	A4
A-14	Teleconferencing Under the Brown Act	A5
A-15	Travel Expenses	A6
A-20	Protection of Electronic Data	A7
A-22	Agenda Posting Policy	A8
A-23	Underwriting Policy	A9
A-24	Non-claim Disputes	A10

New Finance Category Policies and Procedures		
Old No.	New No.	Policy Name
A-18	F1	Finance Committee Composition and Duties
<del>WC-1</del>	Merged to F2	<del>Shared Risk WC Deposit Plan</del>
WC-3	F2	WC Annual Deposit Formula
<del>L-1</del>	Merged to F3	<del>Shared Risk Liability Deposit Plan</del>
L-4	F3	Liability Annual Deposit Formula
A-1	F4	Banking Layer Plan Fund Adjustments
A-12	F5	Shared Risk Layer Plan Fund Adjustments
A-17	F6	Shared Risk Layer Plan Target Funding Policy
A-11	F7	Recalculation of Deposits Upon Change in Exposure
A-4	F8	Quarterly Financial Statements
A-8	F9	Late Payment Charges
A-13	F10	Review and Control of Investment Activities
A-16	F11	Segregation of Accounting Duties
A-21	F12	Admin Budget Contingency Reserve and Surplus

New Claim Category - Policies & Procedures for Work Comp and Liability Programs		
Old No.	New No.	Policy Name
WC-2	C-W1	WC Claims Admin Guidelines
L-2	C-L2	Liability Claims Management Within Banking Layer
L-3	C-L3	Small Property Damage
L-5	C-L4	Liability Litigation Management
A-6A	C-L5	Liability Shared Risk Layer Claims Handling Policy & Settlement Authority
A-6B	C-W6	Workers' Compensation Shared Risk Layer Claims Settlement
A-9	C-7	Selection and Use of Defense Counsel & Employment Practices Investigators
A-9A	C-7A	Attachment A - Liability Approved List of Counsel
A-9B	C-7B	Attachment B - WC Approved List of Counsel
A-9C	C-7C	Attachment C - Employment Practices Recommended Investigators

### Revised Risk Management Policy Numbering

Risk Management Admin		
RMA-1	RM Committee Composition/Duties	Mandatory
RMA-2	Review of Member Risk Assessments	Mandatory
RMA-3	Risk Management Reserve Program	Optional
Number	Risk Management BP	Type
RM BP1	RM Policy & Framework	Mandatory*
RM BP2	Driving Standards	Mandatory
RM BP3	Sidewalk Inspection and Maintenance	Advisory
RM BP4	Use of Public Facilities	Advisory
RM BP5	Employment Liability BPs	Mandatory
RM BP6	Skateboard Parks	NCC Requirement
RM BP7	Aquatics Programs	Mandatory
RM BP8	Bicycle Parks	NCC Requirement
RM BP9	Sewer Loss Prevention & Management	Advisory
<del>10</del>	<del>RM Committee Composition/Duties</del>	<del>Mandatory</del>
<del>11</del>	<del>Review of Member Risk Assessments</del>	<del>Mandatory</del>
<del>12</del>	<del>Risk Management Reserve Program</del>	<del>Optional</del>
RM BP10	ADA Compliance	Mandatory
RM BP11	Urban Forest Management	Advisory
RM BP12	Vehicle Use and Operations	Mandatory
RM BP13	Special Events	Advisory
RM BP14	Volunteer Risk Management	Advisory
RM BP15	Wildfire RM	Advisory
RM BP16	Cyber Liability Best Practices	Mandatory
RM BP17	Ergonomic Injury Management	Mandatory
RM BP18	Park & Rec Risk Management	Advisory

\* Mandatory includes regulatory requirements





BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item I.1.b.**

**UNDERWRITING POLICY REVIEW**

**ACTION ITEM**

**ISSUE:** This policy is to be reviewed every three years, in part to meet CAJPA standards. No change is recommended at this time after feedback from the Board during the strategic planning session earlier in the day. While the Board may approve changes to the funding formulas for each Program, the Underwriting Policy requires the review of the formulas but not a change to the Policy itself.

Most of the policy deals with underwriting new members, with no recommended changes to those guidelines. The factors for Annual Rate Setting have not changed though some changes to the formulas themselves may be approved in the next item.

**RECOMMENDATION:** Review, discuss and approve as presented or revised or provide direction.

**FISCAL IMPACT:** None from this item.

**BACKGROUND:** The Underwriting Policy was added to the Administration policies in 2018 in response to CAJPA accreditation requirements. It must be reviewed every three years to maintain accreditation and as a best practice related to strategic planning.

**ATTACHMENT(S):** A-9 Underwriting Policy *for review with no changes*



## Northern California Cities Self Insurance Fund

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### **ADMINISTRATIVE POLICY AND PROCEDURE #A-9**

#### **SUBJECT: NCCSIF UNDERWRITING POLICY**

##### **Policy:**

Northern California Cities Self Insurance Fund (NCCSIF) has established underwriting criteria for the purpose of evaluating prospective and current members. Underwriting information is also used for rate and premium calculations and for measuring member risk management programs. Underwriting standards and guidelines are outlined in various governing documents, including the JPA Agreement, Bylaws and NCCSIF Policies. This Underwriting Policy provides a summary and highlights much of the criteria utilized to complete the underwriting process.

Establishing underwriting criteria ensures that NCCSIF coverage programs are analyzed for risk exposures, funding requirements, risk retention levels, compatibility between members, and serviceability by staff. Adherence to these Board approved standards and guidelines promotes the continued financial viability and security of NCCSIF.

##### **Procedures:**

The requirements for admittance of new members to NCCSIF are set forth in the Bylaws. Membership is open to any city that the Board of Directors determines, in its sole discretion, has similar exposures and interests to the Members. Approval of membership by two-thirds of the Board is required. Applicants accepted for membership in a coverage program agree to participate as a member for a minimum of three consecutive years.

##### **Application Process**

An applicant for membership must complete an application that solicits specific information to assess the applicant's risk exposures, including the following information:

- a. Current payroll, estimated payroll for the initial Program Year, audited financial statements for at least three years, budget and other financial data as requested;
- b. Payrolls for the previous five years;
- c. Loss history for the previous five years;
- d. Any recent claim audits or actuarial studies;
- e. Assessment of current risk management best practices.

In addition, the applicant must complete an actuarial study in the format required by NCCSIF and may pay an application fee as determined by the Board. The application is complete when the Program Director receives a fully executed resolution from the applicant's governing board seeking membership pursuant to NCCSIF's policies.

## Underwriting Guidelines

Any prospective member must meet the following minimum underwriting guidelines:

- a. Have a loss rate calculated for the past three years that does not exceed the average loss rate of the current members;
- b. Demonstrate a commitment to support risk management and safety programs to control or prevent claims;

The Program Director, with the concurrence of the Board, may waive any of these guidelines or require additional terms and conditions for membership if circumstances warrant.

## Annual Rate Setting/Funding Requirements

The Liability and Workers' Compensation programs will be funded each year after completion of an independent actuarial study. Rates are established based upon multiple factors, including:

- Payroll exposure
- Loss rates
- Excess rates
- Administrative expenses
- A margin for contingency as prescribed in NCCSIF's Target Funding Policy

Although NCCSIF's coverage program is based upon risk sharing among its members, to encourage accountability for losses member funding is adjusted after the application of an experience modification factor.

## Periodic Review

This Underwriting Policy will be periodically reviewed by the Board, at least once every three years. This review should consider:

- a. Is the process adequately measuring the risks?
- b. Is the process adequately allocating costs?

The Board may delegate the underwriting function as outlined in this Policy to the Executive Committee or any other committee established for the sole purpose of addressing underwriting issues.

ADOPTED BY BOARD OF DIRECTORS: October 25, 2018  
Reviewed with no changes November 12, 2020

Reviewed December 14, 2023 - TBD



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item I.1.c.**

**ANNUAL FUNDING FORMULA POLICIES  
LIABILITY AND WORKERS' COMPENSATION REVISIONS**

**ACTION ITEM**

**ISSUE:** As part of the reorganization of NCC's Policies and Procedures the Program Administrators recommend merging the separate policies for funding the Shared Layers into the policies for the rest of the annual funding (Banking, Excess and Admin Layers). In addition, the process for capping annual increases has been edited to reflect the current practice of limiting the cap to no more than half of a member's estimated Banking Layer funding for the year, rather than allocating the amount over the cap to the other members pro-rata by payroll.

**RECOMMENDATION:** Review and approve changes to the Work Comp and Liability Program Annual Deposit Formulas.

**FISCAL IMPACT:** None expected from this item.

**BACKGROUND:** The funding formulas for each Program have consisted of one policy for the Shared Layer and one for the Banking, Excess, and Admin Layers. The Program Administrators have recommended combining the two policies in to one and updating the capping procedure as part of a general review and reorganization of NCC's Policies and Procedures.

**ATTACHMENT(S):**

1. Liability Plan Funding Formula: red-line and clean versions
2. Workers' Compensation Plan Annual Deposit Formula: red-line and clean versions



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## **LIABILITY-FINANCE POLICY AND PROCEDURE #FL-34**

### **SUBJECT: FORMULA FOR DETERMINING LIABILITY ANNUAL DEPOSIT**

NCCSIF will collect a deposit from each member each year. The deposits will provide funds to pay claims as necessary. The deposits will be credited with investment income at the rate earned on the Authority's investments.

Initial deposits are approved by the Board based upon rates determined by an actuarial study and will be subject to review and adjustment by the Authority in successive years. Exposures should not reflect activities excluded by the Agency's Memorandum of Coverage and may be audited at the end of each program year. Deposits for the twelve-month period beginning each July 1 are due and payable each July 1.

The Liability Annual Deposit shall be calculated ~~annually~~ based on five-four cost components ~~that comprise the annual deposit. The five cost components are~~ as follows:

#### **I. I- Banking Layer Loss Fund**

~~The Banking Layer Loss Fund represents an amount determined annually by an outside actuary and approved annually by the Board of Directors to fund the losses occurring within the Banking Layer during the next fiscal year.~~ Two factors are used for determining ~~the amount of~~ each Member's share of the Banking Layer Loss Fund. The first factor is based on Average Total Incurred Losses within ~~in~~ the Banking Layer and yields 75% of the total Banking Layer Loss Fund. The second factor is based on Payroll and yields 25% of the total Banking Layer Loss Fund. The formula iss for the two factors are:

### **FORMULAS**

#### **Factor 1: Average Total Incurred Losses within the Banking layer**

Member's Percentage of the JPA's ~~Five Year Average~~ Incurred Losses within the Banking Layer for the prior five completed Program Years beginning six years prior and ending one year prior (\$)

X

Weighting Factor of 75%

X

Banking Layer Loss Fund (\$)

=

75% of the Member's Banking Layer Loss Fund Contribution (\$)

#### **Factor 2: Payroll**

Member's Percentage of the JPA's Five Year Average Payroll for the same period as losses (\$)

X

Weighting Factor of 25%



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X  
Banking Layer Loss Fund (\$)

=

\* 25% of the Member's Banking Layer Loss Fund

\* The sum of Factors 1 and Factor 2 equals the Member's Banking Layer Loss Fund

### **H. Plan Fund Adjustments**

~~In accordance with Policy and Procedure #A-1 the Plan Fund Adjustments are calculated annually and presented to the Board of Directors at its spring meeting.~~

### **III. SHARED RISK LAYER LOSS FUND** ~~Shared Risk Layer~~

~~The formula for allocation of the Shared Risk Layer Loss Fund is determined separately under Policy and Procedure #L-1.~~

~~The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).~~

~~A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.~~

### **FORMULA**

- ~~1. Percentage of Liability Losses - Member's % share of total paid losses and case reserves, \$70,000 excess of \$5,000, incurred in the prior five completed Program Years.~~
- ~~2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.~~
- ~~3. Initial Ex Mod Factor - Member's % share of losses divided by Member's % share of payroll. Total Initial Ex Mod Factor is equal to 1.00 by definition.~~
- ~~4. Credibility Factor - 
$$\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that results in a maximum credibility of approximately 70\% for the highest payroll Member.})}$$~~



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5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))
6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at Confidence Level chosen by the Board.

### **III.V. EXCESS INSURANCE OR COVERAGE** ~~Excess Coverage~~

The allocation of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit but with the weighting factors reversed in the following manner:  
The component for the cost of the excess coverage is calculated in the following manner:

~~Use the same factors as the Banking Layer Calculation but flip the applicable percentages:~~

$$\begin{array}{r} \text{Member's } \% \text{ of Payroll is weighted } 75\% \\ + \\ \text{Member's } \% \text{ of } \text{Average Banking Layer losses are weighted } 25\% \\ = \\ \text{Excess Coverage Premium Allocation Percentage} \end{array}$$

### **IV. ADMINISTRATIVE COSTS**

#### **Administrative Costs**

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 50% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 50% of the total costs are shared based on the percentage of each Member's payroll to total payroll.

### **MAXIMUM DEPOSIT**

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and ~~the~~ Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will



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not increase for any member on a year-to-year basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount then it will be capped ~~with the resulting cost spread among the other members pro-rata by payroll by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.~~

### **PROGRAM FUND ADJUSTMENTS**

In accordance with Policy and Procedure F-4 the Banking Layer Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March. Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: December 14, 2006

Second Revision: January 8, 2015

Third Review/Revision: April 21, 2022

Fourth Review/Revision: TBD





## Northern California Cities Self Insurance Fund

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### **FINANCE POLICY AND PROCEDURE #F-3**

#### **SUBJECT: FORMULA FOR DETERMINING LIABILITY ANNUAL DEPOSIT**

NCCSIF will collect a deposit from each member each year. The deposits will provide funds to pay claims as necessary. The deposits will be credited with investment income at the rate earned on the Authority's investments.

Initial deposits are approved by the Board based upon rates determined by an actuarial study and will be subject to review and adjustment by the Authority in successive years. Exposures should not reflect activities excluded by the Agency's Memorandum of Coverage and may be audited at the end of each program year. Deposits for the twelve-month period beginning each July 1 are due and payable each July 1.

The Liability Annual Deposit shall be calculated based on four cost components as follows:

#### **I. Banking Layer Loss Fund**

Two factors are used for determining each Member's share of the Banking Layer Loss Fund. The first factor is based on Average Total Incurred Losses within the Banking Layer and yields 75% of the total Banking Layer Loss Fund. The second factor is based on Payroll and yields 25% of the total Banking Layer Loss Fund. The formula is:

#### **FORMULA**

##### **Factor 1: Average Total Incurred Losses within the Banking layer**

$$\begin{aligned} &\text{Member's Percentage of the JPA's Incurred Losses within the Banking Layer for the prior five} \\ &\quad \text{completed Program Years (\$)} \\ &\quad \quad \quad \times \\ &\quad \text{Weighting Factor of 75\%} \\ &\quad \quad \quad \times \\ &\quad \text{Banking Layer Loss Fund (\$)} \\ &\quad \quad \quad = \\ &\quad \text{75\% of the Member's Banking Layer Loss Fund Contribution (\$)} \end{aligned}$$

##### **Factor 2: Payroll**

$$\begin{aligned} &\text{Member's Percentage of the JPA's Five Year Average Payroll for the same period as losses (\$)} \\ &\quad \quad \quad \times \\ &\quad \text{Weighting Factor of 25\%} \\ &\quad \quad \quad \times \\ &\quad \text{Banking Layer Loss Fund (\$)} \\ &\quad \quad \quad = \\ &\quad \text{25\% of the Member's Banking Layer Loss Fund} \end{aligned}$$

The sum of Factors 1 and 2 equals the Member's Banking Layer Loss Fund



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### II. SHARED RISK LAYER LOSS FUND

The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).

A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.

#### FORMULA

1. Percentage of Liability Losses - Member's % share of total paid losses and case reserves, \$70,000 excess of \$5,000, incurred in the prior five completed Program Years.
2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.
3. Initial Ex Mod Factor - Member's % share of losses divided by Member's % share of payroll. Total Initial Ex Mod Factor is equal to 1.00 by definition.
4. Credibility Factor - 
$$\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that results in a maximum credibility of approximately 70\% for the highest payroll Member.})}$$
5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))
6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at Confidence Level chosen by the Board.



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### III. EXCESS INSURANCE OR COVERAGE

The allocation of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit but with the weighting factors reversed in the following manner:

$$\begin{array}{r} \text{Member's \% of Payroll is weighted 75\%} \\ + \\ \text{Member's \% of Banking Layer losses are weighted 25\%} \\ = \\ \text{Excess Coverage Premium Allocation Percentage} \end{array}$$

### IV. ADMINISTRATIVE COSTS

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 50% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 50% of the total costs are shared based on the percentage of each Member's payroll to total payroll.

### MAXIMUM DEPOSIT

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will not increase for any member on a year-to-year basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount then it will be capped by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.

### PROGRAM FUND ADJUSTMENTS

In accordance with Policy and Procedure F-4 the Banking Layer Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March. Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: December 14, 2006

Second Revision: January 8, 2015

Third Review/Revision: April 21, 2022

Fourth Review/Revision: TBD



## WORKERS' COMPENSATION FINANCE POLICY AND PROCEDURE #F2 WC-3

### **SUBJECT: FORMULA FOR DETERMINING WORKERS' COMPENSATION ANNUAL DEPOSIT**

NCCSIF will collect a deposit from each member each year. The deposits will provide funds to pay claims as necessary. The deposits will be credited with investment income at the rate earned on the Authority's investments.

Initial deposits are approved by the Board based upon rates determined by an actuarial study and will be subject to review and adjustment by the Authority in successive years. Exposures should not reflect activities excluded by the Agency's Memorandum of Coverage and may be audited at the end of each program year.

Deposits for the twelve-month period beginning each July 1 are due and payable each July 1.

The Workers' Compensation Annual Deposit shall be calculated annually based on four~~ive~~ cost components ~~that comprise the annual deposit.~~

~~The five cost components are~~ as follows:

### **I. BANKING LAYER LOSS FUND**

~~The Banking Layer Loss Fund represents an amount determined annually by an outside actuary and approved annually by the Board of Directors to fund the losses occurring within the Banking Layer during the next fiscal year.~~ Two factors are used for determining ~~the amount of~~ each Member's share of the Banking Layer Loss Fund. The first ~~calculation~~ factor is based on Average Total Incurred Losses within the Banking Layer and yields 75% of the total Banking Layer Loss Fund. The second factor is based on the WCIRB\* Pure Loss Rate Premium for the year and yields 25% of the total Banking Layer Loss Fund. The formulas ~~is for the two factors are:~~

~~\* WCIRB means:~~

### **FORMULAS**

#### **Factor 1: Average Total Incurred Losses within the Banking Layer**

Member's City's Percentage of the JPA's Five Year Average Incurred Losses, without Labor Code 4850 benefits, within for the Banking Layer, for the prior five completed Program Years beginning six years prior and ending one year prior (\$)

$$\begin{array}{c}
 \cancel{X} \\
 \cancel{\text{JPA's Five Year Total Average Incurred Losses for the Banking Layer (\$)}} \\
 = \\
 \cancel{\text{City's Percentage of JPA's Five Year Total Average Incurred Losses (\%)}} \\
 \cancel{X}
 \end{array}$$

Weighting Factor of 75%

$$\begin{array}{c}
 X \\
 \text{Banking Layer Loss Fund (\$)} \\
 =
 \end{array}$$

\* 75% of the Banking Layer Loss Fund ~~Based on Average Total Incurred Losses~~ Contribution (\$)

## **Factor 2: WCIRB Pure Loss Rate Premium**

$$\begin{aligned} & \text{City's WCIRB Pure Loss Rate Premium (\$)} \\ & \div \\ & \text{JPA's Total WCIRB Pure Loss Rate Premium (\$)} \\ & = \\ & \text{Member's City's Percentage of the JPA's Current WCIRB Pure Loss Rate Premium (\$)} \\ & \times \\ & \text{Weighting Factor of 25\%} \\ & \times \\ & \text{Banking Layer Loss Fund (\$)} \\ & = \\ & * 25\% \text{ of the Banking Layer Loss Fund Based on WCIRB Loss Rate Premium (\$)} \end{aligned}$$

(~~\*~~ The sum of Factors 1 and ~~Factor 2~~ equals the Member's Banking Layer Loss Fund.)

\* WCIRB means Workers' Compensation Insurance Rating Bureau of California.

## **H. BANKING LAYER FUND ADJUSTMENT**

~~In accordance with Policy and Procedure #A-1 the Plan Fund Adjustments are calculated annually and presented to the Board of Directors at its meeting in March.~~

## **III. SHARED RISK LAYER LOSS FUND**

The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).

A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.

## **FORMULA**

1. Percentage of Workers' Compensation Losses - Member's % share of total paid losses and case reserves, \$100,000 excess of \$20,000, incurred in the prior five completed Program Years.
2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.
3. Initial Ex Mod Factor- Member's % share of losses divided by member's % share of payroll.

Total Initial Ex Mod Factor is equal to 1.00 by definition.

4. Credibility Factor -  $\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that will create a maximum credibility of approximately 70\% for the highest payroll Member.})}$
5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))
6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at a Confidence Level chosen by the Board.

~~The formula for allocation of the Shared Risk Layer Loss Fund is determined separately under Policy and Procedure #WC-1.~~

#### **III. EXCESS INSURANCE OR COVERAGE**

The allocation of component for the cost of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit with the weighting factors reversed in the following manner:

##### Member's % of WCIRB **FORMULAS**

$$\begin{aligned} & \text{Factor 1: } \frac{\text{Average Total Incurred Losses within the Banking Layer}}{\text{City's Five Year Average Incurred Losses, without Labor Code 4850 benefits, within the Banking Layer beginning six years prior and ending one year prior (\$)}} \\ & \div \\ & \text{JPA's Five Year Total Average Incurred Losses within the Banking Layer (\$)} \\ & = \\ & \text{City's percentage of JPA's Five Year Total Incurred Losses (\%)} \\ & \times \\ & \text{Weighting Factor of 25\% (\%)} \\ & \times \\ & \text{Excess Workers' Compensation Premium or Deposit} \\ & = \\ & * 25\% \text{ of the Excess Insurance or Coverage Based on Average Total Incurred Losses (\$)} \end{aligned}$$

#### Factor 2: WCIRB Pure Loss Rate Premium

$$\begin{aligned} & \text{City's WCIRB Pure Loss Rate Premium (\$)} \\ & \div \\ & \text{JPA's Total WCIRB Pure Loss Rate Premium (\$)} \\ & = \\ & \text{City's Percentage of the Total WCIRB Pure Loss Rate Premium (\%)} \\ & \times \\ & \text{Weighting Factor of 75\%} \\ & \times \\ & \text{Excess Workers' Compensation Premium or Deposit} \\ & = \\ & \text{* 75\% of the Excess Insurance or Deposit based on WCIRB Loss Rate Premium (\$) is weighted} \\ & \quad \underline{75\%} \\ & \pm \\ & \text{Member's \% of Banking Layer Losses is weighted 25\%} \\ & = \\ & \text{Excess Coverage Premium Allocation} \end{aligned}$$

(\* The sum of Factors 1 and 2 equal the total excess workers' compensation premium or deposit.)

#### **IV. ADMINISTRATIVE COSTS**

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 35% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 65% of the total costs are shared based on the percentage of each Member's share of the total Banking, Shared, and Excess Layer funding for the year.

~~Administrative costs are separated into two sections, one allocated on a percentage of Members share of Banking, Shared and Excess Premiums representing 65% of the Administrative Costs and the second allocated equally to all members and representing 35% of the Administrative Costs.~~

#### **MAXIMUM DEPOSIT**

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and ~~the~~ Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will not increase for any member on a ~~year to year~~year-to-year basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount



then it will be capped by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.  
~~with the resulting cost spread among the other members pro-rata by payroll.~~

### **PROGRAM FUND ADJUSTMENTS**

In accordance with Policy and Procedure #F-4 the Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March.

Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure #F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: April 13, 2007

Second Revision: January 8, 2015

Third Revision: TBD

$$\begin{array}{c}
 \underline{\text{X}} \\
 \text{JPA's Five Year Total Average Incurred Losses for the Banking Layer (\$)} \\
 = \\
 \text{City's Percentage of JPA's Five Year Total Average Incurred Losses (\%)} \\
 \underline{\text{X}}
 \end{array}$$

Weighting Factor of 75%

$$\begin{array}{c}
 \text{X} \\
 \text{Banking Layer Loss Fund (\$)} \\
 =
 \end{array}$$

\* 75% of the Banking Layer Loss Fund ~~Based on Average Total Incurred Losses~~ Contribution (\$)

## **Factor 2: WCIRB Pure Loss Rate Premium**

$$\begin{aligned} & \frac{\text{City's WCIRB Pure Loss Rate Premium (\$)}}{\text{JPA's Total WCIRB Pure Loss Rate Premium (\$)}} \\ &= \\ & \text{Member's } \frac{\text{City's Percentage of the JPA's Current WCIRB Pure Loss Rate Premium (\$)}}{\text{X}} \\ & \quad \text{Weighting Factor of 25\%} \\ & \quad \text{X} \\ & \quad \text{Banking Layer Loss Fund (\$)} \\ &= \\ & * 25\% \text{ of the Banking Layer Loss Fund Based on WCIRB Loss Rate Premium (\$)} \end{aligned}$$

(~~\*~~ The sum of Factors 1 and ~~Factor 2~~ equals the Member's Banking Layer Loss Fund.)

\* WCIRB means Workers' Compensation Insurance Rating Bureau of California.

## **H. BANKING LAYER FUND ADJUSTMENT**

~~In accordance with Policy and Procedure #A-1 the Plan Fund Adjustments are calculated annually and presented to the Board of Directors at its meeting in March.~~

## **III. SHARED RISK LAYER LOSS FUND**

The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).

A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.

### **FORMULA**

1. Percentage of Workers' Compensation Losses - Member's % share of total paid losses and case reserves, \$100,000 excess of \$20,000, incurred in the prior five completed Program Years.
2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.
3. Initial Ex Mod Factor- Member's % share of losses divided by member's % share of payroll.

Total Initial Ex Mod Factor is equal to 1.00 by definition.

4. Credibility Factor -  $\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that will create a maximum credibility of approximately 70\% for the highest payroll Member.})}$
5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))
6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at a Confidence Level chosen by the Board.

~~The formula for allocation of the Shared Risk Layer Loss Fund is determined separately under Policy and Procedure #WC-1.~~

#### **III. EXCESS INSURANCE OR COVERAGE**

The allocation of component for the cost of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit with the weighting factors reversed in the following manner:

##### Member's % of WCIRB **FORMULAS**

$$\begin{aligned} & \text{Factor 1: } \frac{\text{Average Total Incurred Losses within the Banking Layer}}{\text{City's Five Year Average Incurred Losses, without Labor Code 4850 benefits, within the Banking Layer beginning six years prior and ending one year prior (\$)}} \\ & \div \\ & \text{JPA's Five Year Total Average Incurred Losses within the Banking Layer (\$)} \\ & = \\ & \text{City's percentage of JPA's Five Year Total Incurred Losses (\%)} \\ & \times \\ & \text{Weighting Factor of 25\% (\%)} \\ & \times \\ & \text{Excess Workers' Compensation Premium or Deposit} \\ & = \\ & * 25\% \text{ of the Excess Insurance or Coverage Based on Average Total Incurred Losses (\$)} \end{aligned}$$

### **Factor 2: WCIRB Pure Loss Rate Premium**

$$\begin{aligned} & \text{City's WCIRB Pure Loss Rate Premium (\$)} \\ & \div \\ & \text{JPA's Total WCIRB Pure Loss Rate Premium (\$)} \\ & = \\ & \text{City's Percentage of the Total WCIRB Pure Loss Rate Premium (\%)} \\ & \times \\ & \text{Weighting Factor of 75\%} \\ & \times \\ & \text{Excess Workers' Compensation Premium or Deposit} \\ & = \\ & \text{* 75\% of the Excess Insurance or Deposit based on WCIRB Loss Rate Premium (\$) is weighted} \\ & \quad \underline{75\%} \\ & \pm \\ & \text{Member's \% of Banking Layer Losses is weighted 25\%} \\ & = \\ & \text{Excess Coverage Premium Allocation} \end{aligned}$$

(\* The sum of Factors 1 and 2 equal the total excess workers' compensation premium or deposit.)

## **IV. ADMINISTRATIVE COSTS**

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 35% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 65% of the total costs are shared based on the percentage of each Member's share of the total Banking, Shared, and Excess Layer funding for the year.

Administrative costs are separated into two sections, one allocated on a percentage of Members share of Banking, Shared and Excess Premiums representing 65% of the Administrative Costs and the second allocated equally to all members and representing 35% of the Administrative Costs.

## **MAXIMUM DEPOSIT**

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and ~~the~~ Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will not increase for any member on a year-to-year ~~year-to-year~~ basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount

then it will be capped by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.  
~~with the resulting cost spread among the other members pro-rata by payroll.~~

### **PROGRAM FUND ADJUSTMENTS**

In accordance with Policy and Procedure #F-4 the Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March.

Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure #F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: April 13, 2007

Second Revision: January 8, 2015

Third Revision: TBD

## **FINANCE POLICY AND PROCEDURE #F2**

### **SUBJECT: FORMULA FOR DETERMINING WORKERS' COMPENSATION ANNUAL DEPOSIT**

NCCSIF will collect a deposit from each member each year. The deposits will provide funds to pay claims as necessary. The deposits will be credited with investment income at the rate earned on the Authority's investments.

Initial deposits are approved by the Board based upon rates determined by an actuarial study and will be subject to review and adjustment by the Authority in successive years. Exposures should not reflect activities excluded by the Agency's Memorandum of Coverage and may be audited at the end of each program year.

Deposits for the twelve-month period beginning each July 1 are due and payable each July 1.

The Workers' Compensation Annual Deposit shall be calculated annually based on four cost components as follows:

#### **I. BANKING LAYER LOSS FUND**

Two factors are used for determining each Member's share of the Banking Layer Loss Fund. The first factor is based on Average Total Incurred Losses within the Banking Layer and yields 75% of the total Banking Layer Loss Fund. The second factor is based on the WCIRB\* Pure Loss Rate Premium for the year and yields 25% of the total Banking Layer Loss Fund. The formula is:

#### **FORMULA**

##### **Factor 1: Average Total Incurred Losses within the Banking Layer**

Member's Percentage of the JPA's Five Year Average Incurred Losses, without Labor Code 4850 benefits, within the Banking Layer, for the prior five completed Program Years (\$)

**X**

Weighting Factor of 75%

**X**

Banking Layer Loss Fund (\$)

**=**

75% of the Banking Layer Loss Fund Contribution (\$)

## **Factor 2: WCIRB Pure Loss Rate Premium**

$$\begin{array}{c} \text{Member's Percentage of the JPA's Current WCIRB Pure Loss Rate Premium (\$)} \\ \times \\ \text{Weighting Factor of 25\%} \\ \times \\ \text{Banking Layer Loss Fund (\$)} \\ = \\ \text{25\% of the Banking Layer Loss Fund (\$)} \end{array}$$

The sum of Factors 1 and 2 equals the Member's Banking Layer Loss Fund

\* WCIRB means [Workers' Compensation Insurance Rating Bureau of California](#).

## **II. SHARED RISK LAYER LOSS FUND**

The Shared Layer Deposit each year (called a Program Year) includes only estimated pooled losses and loss expenses. Each member's deposit will depend on its payroll, special exposure surcharges, and its Experience Modification Factor (EMF or Ex Mod).

A member's Experience Modification Factor reflects its own loss experience to the extent it is credible. Each member's experience will be given a weight, called a Credibility Factor, that ranges from a maximum of 70% for the highest payroll city to about 10% for the lowest payroll members. This means larger members will be extensively experience rated and smaller members won't see large swings in their funding because of a few years of good or bad claims experience. To the extent a member's own experience is not credible, the Ex Mod reflects the average of all members.

### **FORMULA**

1. Percentage of Workers' Compensation Losses - Member's % share of total paid losses and case reserves, \$100,000 excess of \$20,000, incurred in the prior five completed Program Years.
2. Percentage of Payroll - Member's % share of total payroll for the same five-year period.
3. Initial Ex Mod Factor- Member's % share of losses divided by member's % share of payroll. Total Initial Ex Mod Factor is equal to 1.00 by definition.
4. Credibility Factor - 
$$\frac{\text{Member's Payroll}}{\text{Member's Payroll} + (\text{ballast payroll that will create a maximum credibility of approximately 70\% for the highest payroll Member.})}$$
5. Weighted Ex Mod – (Member's Initial Ex Mod Factor times Credibility Factor) plus (Total Initial Ex Mod Factor times (1.0 minus Credibility Factor))



6. Special Exposure Factor - Any special exposure surcharges will be agreed upon before the beginning of the Program Year.
7. Modified Exposure - Member's Payroll times their Weighted Ex Mod times the Special Exposure Factor.
8. Member's Deposit – Member's % share of Modified Exposure x Total Shared Layer Funding, per actuary, at a Confidence Level chosen by the Board.

### III. EXCESS INSURANCE OR COVERAGE

The allocation of the excess insurance premium is calculated in the same manner as the Banking Layer Deposit with the weighting factors reversed in the following manner:

$$\begin{array}{r}
 \text{Member's \% of WCIRB Loss Rate Premium is weighted 75\%} \\
 + \\
 \text{Member's \% of Banking Layer Losses is weighted 25\%} \\
 = \\
 \text{Excess Coverage Premium Allocation}
 \end{array}$$

### IV. ADMINISTRATIVE COSTS

Administrative costs are comprised of applicable claims adjusting and auditing expenses, program administration expenses, 50% of the Safety and Risk Management Budget, any other expenses specific to the Program, and a share of the remaining overall JPA expenses such as financial audits, accounting services, and Board meeting expenses.

The costs are allocated to Members in the program as follows:

1. Equal Shares – 35% of the total costs are shared equally by all Program Members.
2. Pro-Rata – 65% of the total costs are shared based on the percentage of each Member's share of the total Banking, Shared, and Excess Layer funding for the year.

### MAXIMUM DEPOSIT

The premium for the Banking Layer, Shared Risk Layer, Excess Insurance, and Administrative costs will be developed annually as a net rate per \$100 of payroll per member. This net rate will not increase for any member on a year-to-year basis by more than a percentage determined annually by the Board of Directors. If any member's deposit would exceed that amount then it will be capped by reducing the Member's Banking Layer funding by no more than 50% of the original estimate.

## **PROGRAM FUND ADJUSTMENTS**

In accordance with Policy and Procedure #F-4 the Plan Fund Adjustments (Dividends or Assessments) are calculated annually and presented to the Board of Directors at its meeting in March.

Adjustments to the Shared Risk Layer will be in accordance with Policy and Procedure #F-5 Shared Risk Layer Plan Fund Adjustments.

**Effective Date:** December 6, 1996

First Revision: April 13, 2007

Second Revision: January 8, 2015

Third Revision: TBD



**Agenda Item I.1.d.**

**CLAIM SETTLEMENT AUTHORITY POLICY REVISIONS  
ACTION ITEM**

**ISSUE:** The Board is asked to review and approve increasing the settlement authority for the Claims Committee from \$250,000 to the limit of the Shared Layer for both the Liability and Workers' Compensation Programs.

Claim settlement authority is currently divided between the Claims Committee (up to \$250,000) and the Executive Committee (\$250,000 to the Shared Layer limit). The Claims Committee is expected to review all settlement proposals and make a recommendation to the Executive Committee for settlement above their authority. In most cases claims of that size are taken directly to the Executive Committee to avoid delay. More often there is a mixture of claims with perhaps one or two that may be over the Claims Committee's authority, and that can cause confusion and delay in getting settlements approved. Since the Claims Committee is most often made up of as many as seven Executive Committee members, the Program Administrators recommend giving the Claims Committee the full Shared Layer limit authority.

Attached please find red-lined and clean versions of the revised policies for both Programs. Additional revisions were made to clean up and clarify the language and when the need for authority arises. For example, NCC has not required approval of Workers' Compensation stipulated settlements, only Compromises and Releases.

**RECOMMENDATION:** Review and approve changes to the Workers' Compensation and Liability Program Policies as presented or revised or provide direction.

**FISCAL IMPACT:** None expected from this item.

**BACKGROUND:** The Claims Committee is charged with reviewing and approving claim settlements up to their authority. They meet regularly before the Executive Committee meetings and throughout the year on an ad hoc basis to approve claim settlements. The Executive Committee chooses the members, most often from their ranks but Committee participation is open to all members.

**ATTACHMENT(S):**

1. P&P #C-L5 Liability Shared Risk Layer Claims Handling Policy and Settlement Authority: red-line and clean versions
2. P&P #C-W6 Workers' Compensation Shared Risk Layer Claims Settlement Authority: red-line and clean versions

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## **ADMINISTRATIVE CLAIM POLICY AND PROCEDURE #CA-W6-b**

### **SUBJECT: WORKERS' COMPENSATION SHARED RISK LAYER CLAIMS SETTLEMENT AUTHORITY**

#### **Policy Statement:**

In accordance with the Memorandum of Coverage, the Northern California Cities Self Insurance Fund (NCCSIF) shall pay promptly when due to those eligible the benefits required of the Member by Workers' Compensation law, in excess of the Member Banking Layer.

It shall be the policy of the NCCSIF to grant the authority to the Executive Committee to act as or appoint members of the Claims Committee. The responsibilities of the Claims Committee include:

1. Meet as necessary to review all open reported claims likely to involve the Authority's shared risk portion of the Workers' Compensation program.
2. Resolve claims as outlined in procedure below.

#### **Procedure:**

1. The claims administrator shall notify the Program Administrator of a need to review potential losses which are likely to involve the Shared Risk layers.
2. The NCCSIF Claims Administrator shall make recommendations to the Claims Committee.
3. It is the policy of the NCCSIF that Members of the Workers' Compensation Program shall have the opportunity to participate in the final claim settlement process (i.e. Stipulations with Findings and Award or a Compromise & Release with Findings and Award) as provided for by this policy and procedure. Though Workers' Compensation benefits are mandated and established by state law, the amount and actual settlement of a claim is the responsibility of the Claims Administrator upon approval of the Member and, Claims Committee ~~and as required the Executive Committee~~.

The NCCSIF Claims Administrator shall review any recommendations for the Claims Committee with the Member Board Representative and either get the written approval of the Board Representative for the proposed action or invite the Board Representative to attend or send representation for the Member to the Claims Committee meeting to discuss any objections to the action being recommended.

4. Workers' Compensation costs that extend into the Shared Risk Layer will be reviewed annually by the Claims Committee.

The Workers Compensation Claims Administrator shall have the responsibility and authority to issue checks from the Authority's trust account in satisfaction of legal requirements to pay benefits to industrially injured workers of the member cities. The Administrator will issue checks for state mandated benefits including Indemnity, Medical, Rehabilitation, and Expense categories. For checks below \$5,000, one authorized approver from the administrator is required. For checks above \$5,000, two approvers are required.

5. Claims Settlement Authority:

Various levels of settlement authority have been established as NCCSIF policy, as follows:

\$0 to \$100,000 (or Member's Banking Layer) - Member with the Claims Administrator (TPA)

The Claims Administrator with the approval of the Member shall have authority to settle claims with a final settled claim amount up to and including \$100,000 per occurrence. Only the Claims Supervisor and Manager for the Claims Administrator will hold this authority.

\$100,000 to ~~\$250,000~~ Shared Risk Layer Limit - Claims Committee

In the event ~~that the final settled claim amount an ultimate net loss by Compromise and Release or court judgment~~ is likely to be in excess of the Member's Banking Layer ~~either through court judgment or agreement~~, then NCCSIF will make payment to the claimant on behalf of the Member. The NCCSIF Claims Committee has authority to authorize claims settlement up to the Shared Risk Layer Limit \$250,000 per occurrence.

~~\$250,000 to Shared Risk Layer Limit~~

~~Claims settlement recommendations in excess of the Claims Committee's Authority shall be presented by the Claims Committee to be approved by the Executive Committee prior to final settlement.~~ The excess carrier will be involved in accordance with the carrier policy reporting and settlement requirements.

A report of claims settlements will be made to the Board of Directors annually.

All of the foregoing notwithstanding, if time is of the essence in a specific claim, the President and Claims Committee Chairperson, on the advice of the Claims Administrator, shall have the authority to approve settlement, subject to \$100,000 limitation within the Shared Risk Layer. If the President or Chairperson's City is involved in the claim then the authority is delegated to two non-involved Members of the Claims Committee.

<b>Effective Date:</b>	September 17, 1993
First Revision Date:	March 22, 1994
Second Revision Date:	June 19, 1998
Third Revision Date:	September 18, 1998
Fourth Revision Date:	December 17, 1999
Fifth Revision Date:	June 15, 2007
Sixth Revision Date:	October 16, 2009
Seventh Revision Date:	October 25, 2018 <u>First Reorganization Date TBD</u>

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## **CLAIM POLICY AND PROCEDURE #C-W6**

### **SUBJECT: WORKERS' COMPENSATION SHARED RISK LAYER CLAIMS SETTLEMENT AUTHORITY**

#### **Policy Statement:**

In accordance with the Memorandum of Coverage, the Northern California Cities Self Insurance Fund (NCCSIF) shall pay promptly when due to those eligible the benefits required of the Member by Workers' Compensation law, in excess of the Member Banking Layer.

It shall be the policy of the NCCSIF to grant the authority to the Executive Committee to act as or appoint members of the Claims Committee. The responsibilities of the Claims Committee include:

1. Meet as necessary to review all open reported claims likely to involve the Authority's shared risk portion of the Workers' Compensation program.
2. Resolve claims as outlined in procedure below.

#### **Procedure:**

1. The claims administrator shall notify the Program Administrator of a need to review potential losses which are likely to involve the Shared Risk layers.
2. The NCCSIF Claims Administrator shall make recommendations to the Claims Committee.
3. It is the policy of the NCCSIF that Members of the Workers' Compensation Program shall have the opportunity to participate in the final claim settlement process (i.e. Stipulations with Findings and Award or a Compromise & Release with Findings and Award) as provided for by this policy and procedure. Though Workers' Compensation benefits are mandated and established by state law, the amount and actual settlement of a claim is the responsibility of the Claims Administrator upon approval of the Member and Claims Committee.

The NCCSIF Claims Administrator shall review any recommendations for the Claims Committee with the Member Board Representative and either get the written approval of the Board Representative for the proposed action or invite the Board Representative to attend or send representation for the Member to the Claims Committee meeting to discuss any objections to the action being recommended.

4. Workers' Compensation costs that extend into the Shared Risk Layer will be reviewed annually by the Claims Committee.

The Workers Compensation Claims Administrator shall have the responsibility and authority to issue checks from the Authority's trust account in satisfaction of legal requirements to pay benefits to industrially injured workers of the member cities. The Administrator will issue checks for state mandated benefits including Indemnity, Medical, Rehabilitation, and Expense categories. For checks below \$5,000, one authorized approver from the administrator is required. For checks above \$5,000, two approvers are required.

5. Claims Settlement Authority:

Various levels of settlement authority have been established as NCCSIF policy, as follows:

\$0 to \$100,000 (or Member's Banking Layer) - Member with the Claims Administrator (TPA)

The Claims Administrator with the approval of the Member shall have authority to settle claims with a final settled claim amount up to and including \$100,000 per occurrence. Only the Claims Supervisor and Manager for the Claims Administrator will hold this authority.

\$100,000 to \$ Shared Risk Layer Limit - Claims Committee

In the event the final settled claim amount by Compromise and Release or court judgment is likely to be in excess of the Member's Banking Layer, then NCCSIF will make payment to the claimant on behalf of the Member. The NCCSIF Claims Committee has authority to authorize claims settlement up to the Shared Risk Layer Limit per occurrence.

The excess carrier will be involved in accordance with the carrier policy reporting and settlement requirements.

A report of claims settlements will be made to the Board of Directors annually.

All of the foregoing notwithstanding, if time is of the essence in a specific claim, the President and Claims Committee Chairperson, on the advice of the Claims Administrator, shall have the authority to approve settlement, subject to \$100,000 limitation within the Shared Risk Layer. If the President or Chairperson's City is involved in the claim then the authority is delegated to two non-involved Members of the Claims Committee.

First Reorganization Date: TBD

## **ADMINISTRATIVE POLICY AND PROCEDURE #C-L5A-6-a**

### **SUBJECT: LIABILITY SHARED RISK LAYER CLAIMS HANDLING POLICY AND SETTLEMENT AUTHORITY**

#### **Policy Statement:**

In accordance with the Liability Underlying Memorandum of Coverage, NCCSIF shall assume charge of the investigation, settlement or defense of any claims made, suits brought or proceedings instituted against the Member ~~City~~, which in the opinion of NCCSIF may create liability on the part of NCCSIF under the terms of this Memorandum of Coverage. The Member shall not, except at its own cost, voluntarily make any payment, assume any obligation or incur any expense in excess of the Member's Retained Limit or Banking Layer. Note: ~~The Authority~~ NCCSIF provides liability coverage only for damages as defined in the CJPRMA Memorandum of Coverage.

The claims administrator has authority to settle claims within the Member's Retained Limit in an amount agreed between the Member and the claims administrator. Payments within the Retained Limit are the responsibility of the Member. However, in the event that the final settled claim amount an ultimate net loss is likely to be in excess of the Retained Limit either through court judgment or agreement ~~between the claimant and the Authority, then the NCCSIF Authority~~ will, for that portion which is in excess of the Retained Limit, make such payment to the claimant on behalf of the Member.

Claims shall be submitted to the Claims Administrator in accordance with the provisions of the Claims Administration Agreements.

It shall be the policy of the Northern California Cities Self Insurance Fund to grant the authority to the Executive Committee to act as or appoint members of the Claims Committee.

The functions and responsibilities of the Claims Committee shall be:

1. Meet as necessary to review all open reported claims likely to involve the Authority's shared risk portion of the Liability.
2. Resolve claims as outlined in procedure below.

#### **Procedure:**

1. The claims administrator shall notify the Program Administrator of a need to review potential losses which are likely to involve the Sshared Rrisk Layers.



2. The NCCSIF claims administration firm shall make recommendations to the Claims Committee.
3. The NCCSIF claims administration firm shall review any recommendations for the Claims Committee with the ~~M~~member-City's Board Representative and either get the~~ir~~ written approval ~~of the Board Representative for the proposed action,~~ or invite the~~m~~ ~~Board Representative~~ to attend or send representation ~~for the City~~ to the Claims Committee meeting to discuss any objections to the action being recommended.
4. Claims Settlement Authority:

Various levels of shared risk layer settlement authority are hereby established as NCCSIF policy. These levels are as follows:

- a. President and/or the Claims Committee Chairperson

The President and/or the Claims Committee Chairperson of the Authority is authorized to approve settlements not to exceed \$~~2550~~,000 ~~of the Authority's shared risk layer funds either~~ in excess of the Member's Retained Limit or in excess of an already approved settlement amount.

If a claim or suit involves the President's city, then this authority will pass to the Claims Committee Chairperson. If a claim or suit involves the Claims Committee Chairperson, then this authority will pass to the President.

- b. Claims Committee

The Claims Committee shall have the Authority to approve settlements in an amount not to exceed \$~~250,000 of the NCCSIF's Authority's S~~shared ~~R~~risk ~~L~~ayer funds excess of the Members' ~~B~~anking ~~L~~ayer.

- ~~c. Executive Committee~~

~~Claims settlement recommendations in excess of the Claims Committee's Authority shall be presented by the Claims Committee to be approved by the Executive Committee prior to final settlement.~~ A report of claims settlements will be made to the Board of Directors for each activity or at least annually.

5. Claims Denial Authority

The Claims Committee is granted ~~a~~Authority to deny claims and also to refer claims to Coverage Counsel for opinions of coverage.

The NCCSIF claims administrator is granted ~~A~~authority to ~~draft develop correspondence of the denial or reservation of rights correspondence~~ and obtain approval ~~of the written e~~correspondence from Coverage Counsel prior to forwarding the correspondence ~~denying~~ the claim to the Member.

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## **ADMINISTRATIVE POLICY AND PROCEDURE #C-L5**

### **SUBJECT: LIABILITY SHARED RISK LAYER CLAIMS HANDLING POLICY AND SETTLEMENT AUTHORITY**

#### **Policy Statement:**

In accordance with the Liability Underlying Memorandum of Coverage, NCCSIF shall assume charge of the investigation, settlement or defense of any claims made, suits brought or proceedings instituted against the Member, which in the opinion of NCCSIF may create liability on the part of NCCSIF under the terms of this Memorandum of Coverage. The Member shall not, except at its own cost, voluntarily make any payment, assume any obligation or incur any expense in excess of the Member's Retained Limit or Banking Layer. Note: NCCSIF provides liability coverage only for damages as defined in the CJPRMA Memorandum of Coverage.

The claims administrator has authority to settle claims within the Member's Retained Limit in an amount agreed between the Member and the claims administrator. Payments within the Retained Limit are the responsibility of the Member. However, in the event that the final settled claim amount is likely to be in excess of the Retained Limit either through court judgment or agreement NCCSIF will, for that portion which is in excess of the Retained Limit, make such payment to the claimant on behalf of the Member.

Claims shall be submitted to the Claims Administrator in accordance with the provisions of the Claims Administration Agreements.

It shall be the policy of the Northern California Cities Self Insurance Fund to grant the authority to the Executive Committee to act as or appoint members of the Claims Committee.

The functions and responsibilities of the Claims Committee shall be:

1. Meet as necessary to review all open reported claims likely to involve the Authority's shared risk portion of the Liability.
2. Resolve claims as outlined in procedure below.

#### **Procedure:**

1. The claims administrator shall notify the Program Administrator of a need to review potential losses which are likely to involve the Shared Risk Layer.
2. The NCCSIF claims administration firm shall make recommendations to the Claims Committee.

3. The NCCSIF claims administration firm shall review any recommendations for the Claims Committee with the Member's Board Representative and either get their written approval or invite them to attend or send representation to the Claims Committee meeting to discuss any objections to the action being recommended.

4. Claims Settlement Authority:

Various levels of shared risk layer settlement authority are hereby established as NCCSIF policy. These levels are as follows:

- a. President and/or the Claims Committee Chairperson

The President and/or the Claims Committee Chairperson of the Authority is authorized to approve settlements not to exceed \$50,000 in excess of the Member's Retained Limit or in excess of an already approved settlement amount.

If a claim or suit involves the President's city, then this authority will pass to the Claims Committee Chairperson. If a claim or suit involves the Claims Committee Chairperson, then this authority will pass to the President.

- b. Claims Committee

The Claims Committee shall have the Authority to approve settlements in an amount not to exceed NCCSIF's Shared Risk Layer funds excess of the Members' Banking Layer.

A report of claims settlements will be made to the Board of Directors for each activity or at least annually.

5. Claims Denial Authority

The Claims Committee is granted authority to deny claims and also to refer claims to Coverage Counsel for opinions of coverage.

The NCCSIF claims administrator is granted authority to draft denial or reservation of rights correspondence and obtain approval from Coverage Counsel prior to forwarding the correspondence the claim to the Member.

All of the foregoing notwithstanding, if time is of the essence in a specific litigation matter, the President and Claims Committee Chairperson on the advice of the claims administrator shall have the authority to determine terms of emergency settlement, subject to \$100,000 limitation within the Shared Risk Layer, excess of the Members' retained limit. If however, the President or Claims Committee Chairperson's City is involved in the claim, then the authority is delegated to two non-involved Members of the Committee.

**First Policy Reorganization Date:** December 14, 2023



**Agenda Item I.2.**

**ALLONE HEALTH WALKING CHALLENGE**

**ACTION ITEM**

**ISSUE:** Members have expressed interest in the walking challenge for employees. NorCal Cities has \$12,225 available in PRISM subsidy funds. The subsidy funds will cover the cost of running the challenge.

With the number of employees eligible for the program and the expectation of up to 50% participation, the cost for running the challenge would be **\$2800**.

AllOne Health would do the following for the challenge:

- Potential dates to run: February 26 – March 24 (4 week challenge)
- Weekly emails with standings, quick tip/info, fitness video & “what’s next”
- City vs. City (22 cities)
- Incentives: (Sponsored by NorCal Cities)
  - \$50 giftcard for top individual
  - Lunch for winning city


**RECOMMENDATION:** Review, discuss and approve as presented or provide direction.

**FISCAL IMPACT:** TBD, cost of lunch for winning City and \$50 Gift Card for the winner.

**BACKGROUND:** NorCal Cities hosted a walking challenge for members in in FY 15/16 and FY 16/17. The walking challenge is offered by our Employee Assistance Program, ACI Specialty Benefits.

**ATTACHMENT(S):** Wellness Challenges 2023

# ALLONE *Wellness*



Wellness by  
AllOne Health is the  
**total package solution**,  
offering a powerful  
combination of mental  
and physical health  
support built for all.

# WELLNESS CHALLENGES

There is nothing wrong with a little healthy competition! Studies show that competition may be a far better motivator for exercise than social support. But our wellness challenges focus on more than just physical fitness.

Choose from any of our holistic wellness challenges, including purposeful content on financial health, nutrition, self-care, weight loss, gratitude, community, and team-building. Each challenge includes **customized promotional flyers, registration forms, data management, and fillable PDF trackers.**

## CLEAN EATING CHALLENGE

We live in a constant state of “hurry sickness”. We consume massive amounts of caffeine to speed us up, eat fast foods to save time, work while eating to stay productive, but we never catch up. It is possible to shift these behaviors. Join us for 30-days of eating clean, real foods. This challenge will teach you how to slow down here and now. After all, health and happiness begin with slowing down enough to enjoy every moment of your life.

## REFLECTION CHALLENGE

More than ever, reflection is a valuable tool in life to sort and process different situations and transitions – whether at work or home. This challenge provides daily prompts in a fillable electronic journal as an aid to help you reflect, increase awareness, and build appreciation during a 4-week period. The experiences you write about are personal and meant only for you, but the challenge allows for accountability in the form of a brief weekly reflection submission.

## FIVE ALIVE CHALLENGE

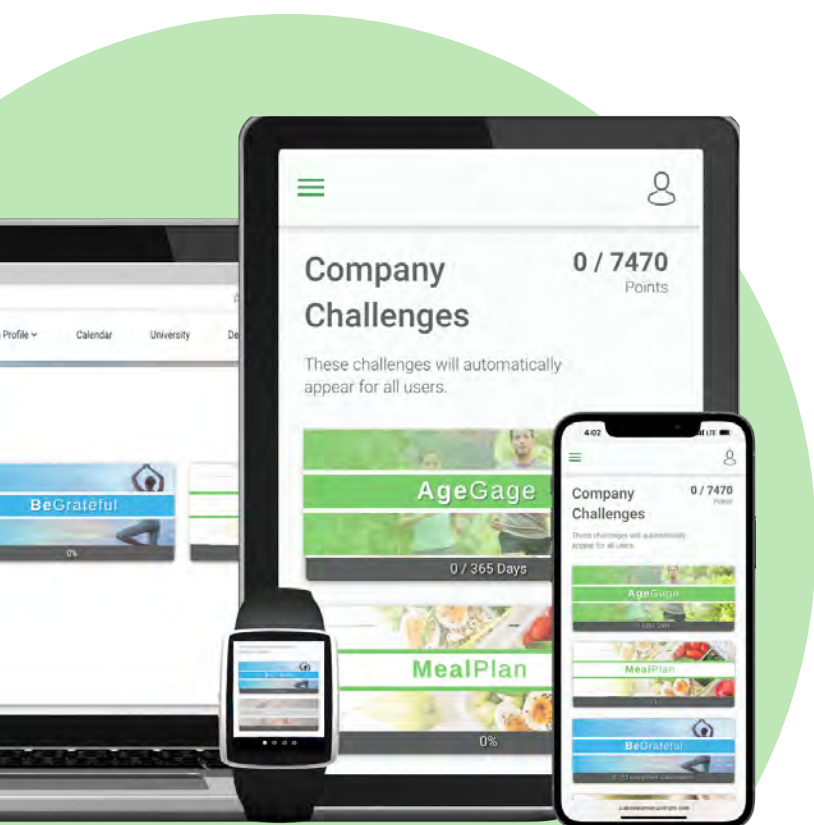
From a decreased risk of cancer to more youthful skin to a healthier heart, there are significant benefits of eating five or more servings of fruits and veggies each day. The Five Alive Challenge invites you to eat 140 servings of fruits and vegetables in 28 days (5 per day). You will receive supportive, educational and motivational emails each week. Join us for this upcoming challenge!

## AIR 1,000 CHALLENGE

The Air 1,000 Challenge invites you to exercise outside for 1,000 minutes in 30 days. You can do any exercise you want, if it is outside. Go for a run. Take a walk. Mow the lawn. Work in your garden. Wash your car. Meditate on your patio. Just do something active outdoors and enjoy the fresh air and natural blue light sure to improve your immune functioning, sleep quality and mood!

## GRATITUDE CHALLENGE

Gratitude has a huge impact on our attitude and outlook. It is a great way to cultivate happiness in our everyday lives. Throughout this challenge, we will work to bring gratitude to the forefront of our mind and find benefits of improved mood, energy, and outlook!





# WELLNESS CHALLENGES (CONTINUED)

## HEALTHY HOLIDAY HABITS

Maintaining your physical health during the holiday season can be challenging, and maintaining your emotional health can be even more difficult. Between busy schedules, financial stresses, challenging conversations, and the normal stressors of everyday life, it is important to work to stay grounded as we close out the year. The Healthy Holiday Habits challenge empowers you to take control of your healthy eating, physical activity, and overall health so you can enter the new year mentally and physically better!

## GET MOVING CHALLENGE

In this movement-based challenge, you have the freedom to move (and earn points for movement) in any way you want! Whether you are doing work outdoors or exercising on your favorite fitness app, your moving minutes count as points in the challenge. Earn a maximum number of points per day for cardio, strength, and flexibility exercises, with a bonus point when your team members hit all three in a given day!

## DROP 10 WITH A FRIEND

We invite you to join our 28-Day Wellness Challenge, Drop 10 With a Friend. This challenge encourages you to buddy up with one coworker and collectively lose 10 lbs. as a team. It's easy to participate and easier to lose weight when you have the extra accountability, motivation and expert education from our partners at AllOne Health. Plus, all teams of 2 who lose 10 pounds or more will be entered to win an exciting prize!

## EMPOWERMENT CHALLENGE

Life can be hard sometimes, and things can often feel chaotic and out of control. Although we might not be able to control everything, we have the opportunity to control our actions and our attitude towards each situation. Our Empowerment challenge aims to assist in taking intentional steps each day to do something for YOURSELF! These actions help to boost motivation, energy, and attitude!

## BINGO CHALLENGE

Devote time to your health this month by joining us for the BINGO Challenge! Participants will receive a new BINGO board each week containing 16 total activities to choose from. Each activity encourages you to practice a healthy habit such as self-care, nutrition, movement, and more!

## WALKING CHALLENGE

Improve your physical and mental health with a little friendly competition. In this challenge, teams of 3-4 work together to take 10,000+ steps per person, per day! With a little accountability and encouragement from your team and the challenge, you will have the opportunity to discover new ways to add movement to your day and reap the benefits of it!





**Agenda Item I.3.**

**SERVICE PROVIDER SURVEY RESULTS**

**ACTION ITEM**

**ISSUE:** The most recent Service Provider Performance survey responses for the Workers' Compensation Claims Administrator are presented for review. The summary and comments were taken directly from the SurveyMonkey website.

Since NCC changed from Sedgwick to LWP effective July 1, 2023, the Board agreed to wait until later in the year to perform the survey, and these results represent the first four to five months of their performance. LWP has reviewed the results and is providing the attached written response as well as being present at the meeting to answer questions.

**RECOMMENDATION:** Review survey responses and provide feedback and/or direction to address any concerns noted in the survey. Accept and file the survey results.

**FISCAL IMPACT:** None.

**BACKGROUND:** Member satisfaction surveys for service providers have traditionally been conducted every odd-numbered year to rate the overall value of NorCal Cities programs and services. At the October 15, 2015, meeting the Board requested an annual Performance Evaluation Survey for the primary service providers, Alliant Insurance Services, York Risk Services, and Bickmore (now Sedgwick for Liability Claims Management and Risk Control Services and LWP for Workers' Compensation).

Since that time annual surveys have been conducted through SurveyMonkey, with special focus initially on Workers' Compensation claims administration. The survey has been broken into sections in an effort to receive feedback from the person(s) most knowledgeable about specific services. The survey responses are also used to inform the Board regarding options for upcoming service provider contract renewals. The surveys for Liability Claims Administrator, Safety and Risk Control Services, and Brokerage Risk Management and Program Administration were conducted earlier in the year and presented at the last Board meeting.

**ATTACHMENT(S):**

1. Workers' Compensation Claims Administrator Survey Results
2. LWP Response to Workers' Compensation Claims Administrator Survey Results



### NCCSIF Workers' Compensation Claims Administrator 2023

Survey Results as of 2023				Survey Results as of 2022	
Q1. Controls the claims management process well.					
Answer Choices	Response Percent	Response Count		Response Percent	Response Count
Very Good (Above Expectations)	25.00%	5		5.88%	1
Good (Meets Expectations)	65.00%	13		35.29%	6
Fair (Below Expectations)	10.00%	2		41.18%	7
Poor (Does Not Meet Expectations)	0.00%	0		17.65%	3
N/A (Don't have sufficient experience to evaluate)	0.00%	0		0.00%	0
	Answered	20		Answered	17
	Skipped	0		Skipped	0
Comment (please provide specific example where appropriate)	Response Date	Responses			
Comment					
	1 Nov 27 2023 12:43 PM	I am not yet seeing the benefit to switching to LWP, but don't think that is NCCSIF administrator's fault.			
Q2. Have you had a claims review with LWP in the past year?					
Answer Choices	Response Date	Response Count		Response Percent	Response Count
Yes		47.62%	10	94.12%	16
No		52.38%	11	5.88%	1
	Answered	21		Answered	17
	Skipped	0		Skipped	0
Comment (please provide specific example where appropriate)	Response Date	Responses			
Comment					
	1 Nov 27 2023 12:43 PM	One meeting			
	2 Nov 20 2023 01:31 PM	Just transitioned.			
	3 Nov 14 2023 10:12 AM	Not yet.			
	4 Nov 06 2023 02:11 PM	Have requested, but been unable to schedule			
	5 Oct 30 2023 10:17 AM	Upon implementation, not since then.			
	6 Oct 25 2023 11:35 AM	but have one scheduled			
Q3. Are the reserves set on claims reasonable?					
Answer Choices	Response Percent	Response Count		Response Percent	Response Count
Very Good (Above Expectations)	14.29%	2		7.14%	1
Good (Meets Expectations)	85.71%	12		78.57%	11
Fair (Below Expectations)	0.00%	0		14.29%	2
Poor (Does Not Meet Expectations)	0.00%	0		0.00%	0
N/A (Don't have sufficient experience to evaluate)	0.00%	0		0.00%	0
	Answered	14		Answered	14
	Skipped	0		Skipped	0
Comment (please provide specific example where appropriate)	Response Date	Responses			
Comment					
	1 Nov 15 2023 04:28 PM	I do not think I have seen a recent report on reserves on claims			
	2 Nov 03 2023 02:38 PM	We won't know until we have a claim review.			

<b>Q4. Submits timely written status reports.</b>					
<b>Answer Choices</b>		<b>Response Percent</b>		<b>Response Count</b>	
Very Good (Above Expectations)		16.67%		3	
Good (Meets Expectations)		66.67%		12	
Fair (Below Expectations)		11.11%		2	
Poor (Does Not Meet Expectations)		5.56%		1	
N/A (Don't have sufficient experience to evaluate)		0.00%		0	
<b>Answered</b>		<b>18</b>		<b>Answered</b>	
<b>Skipped</b>		<b>0</b>		<b>Skipped</b>	
<b>Comment (please provide specific example where appropriate)</b>		<b>Response Date</b>		<b>Responses</b>	
<b>Comment</b>				Haven't requested written status reports, but adjuster calls or emails multiple times per week with updates	
114456677227		Nov 06 2023 05:17 PM		Have not had very many status reports	
114456540930		Nov 06 2023 02:11 PM		Have yet to schedule current claim review.	
114454323762		Nov 03 2023 02:38 PM			

<b>Q5. Recommendations concerning claims settlement or denial are clear and generally accepted.</b>					
<b>Answer Choices</b>		<b>Response Percent</b>		<b>Response Count</b>	
Very Good (Above Expectations)		19.05%		4	
Good (Meets Expectations)		52.38%		11	
Fair (Below Expectations)		9.52%		2	
Poor (Does Not Meet Expectations)		0.00%		0	
N/A (Don't have sufficient experience to evaluate)		0.00%		0	
<b>Answered</b>		<b>17</b>		<b>Answered</b>	
<b>Skipped</b>		<b>0</b>		<b>Skipped</b>	
<b>Comment (please provide specific example where appropriate)</b>		<b>Response Date</b>		<b>Responses</b>	
<b>Comment</b>				Recent new claim on a retired Officer; Ashley out of the office; received a call from someone new and had no idea who this person was (Ravi?). Told this person wanted to dispute the claim.	
		1 Nov 27 2023 12:43 PM		No claim settlements yet	
		2 Nov 06 2023 02:11 PM			

<b>Q6. Maintains good contact and keeps member apprised on all important matters.</b>					
<b>Answer Choices</b>		<b>Response Date</b>		<b>Responses</b>	
Very Good (Above Expectations)		20.00%		4	
Good (Meets Expectations)		50.00%		10	
Fair (Below Expectations)		30.00%		6	
Poor (Does Not Meet Expectations)		0.00%		0	
N/A (Don't have sufficient experience to evaluate)		0.00%		0	
<b>Answered</b>		<b>20</b>		<b>Answered</b>	
<b>Skipped</b>		<b>0</b>		<b>Skipped</b>	
<b>Comment (please provide specific example where appropriate)</b>		<b>Response Date</b>		<b>Responses</b>	
<b>Comment</b>				Responds quickly, but does not reach out to us often.	
		1 Nov 06 2023 02:11 PM		Communication is lack luster - most likely due to sheer volume on claims.	
		2 Oct 30 2023 10:17 AM			

Q7. Provides high quality advice and assistance.						
Answer Choices		Response Date	Responses	Response Percent	Response Count	
Very Good (Above Expectations)			40.00%	11.76%	2	
Good (Meets Expectations)			40.00%	47.06%	8	
Fair (Below Expectations)			20.00%	23.53%	4	
Poor (Does Not Meet Expectations)			0.00%	17.65%	3	
N/A (Don't have sufficient experience to evaluate)			0.00%	0.00%	0	
			Answered	20	Answered	17
			Skipped	0	Skipped	0
Comment (please provide specific example where appropriate)						
Comment		Response Date	Responses			
			Our adjuster had no idea what an IDR was, and most communications especially on intake is VERY slow and tedious.			
		1 Oct 30 2023 10:17 AM				

Q8. Communicates well both orally and in writing.					
Answer Choices		Response Date	Responses	Response Percent	Response Count
Very Good (Above Expectations)			30.00%6	17.65%	3
Good (Meets Expectations)			45.00%9	41.18%	7
Fair (Below Expectations)			25.00%5	29.41%	5
Poor (Does Not Meet Expectations)			0.00%0	11.76%	2
N/A (Don't have sufficient experience to evaluate)			0.00%0	0.00%	0
		Answered	20	Answered	17
		Skipped	0	Skipped	0
Comment (please provide specific example where appropriate)					
Comment		Response Date	Responses		
			Written word is standard, orally is where it's lacking and needs to be stepped up. I don't have time to have everything that I am saying repeated back to me.		
1		Oct 30 2023 10:17 AM			

Q9. Accomplishes goals and objectives and also provides additional value.					
Answer Choices		Response Percent		Response Count	
Very Good (Above Expectations)		18.75%		3	
Good (Meets Expectations)		56.25%		9	
Fair (Below Expectations)		25.00%		4	
Poor (Does Not Meet Expectations)		0.00%		0	
N/A (Don't have sufficient experience to evaluate)		0.00%		0	
		Answered		16	
		Skipped		0	
Comment (please provide specific example where appropriate)					
Comment		Response Date		Responses	
		1 Nov 06 2023 02:11 PM		Keeps process moving, but nothing beyond basics	

<b>Q10. Provides feedback and suggestions for mitigating claims.</b>					
Answer Choices	Response Percent	Response Count	Response Percent	Response Count	
Very Good (Above Expectations)	25.00%	3	0.00%	0	
Good (Meets Expectations)	41.67%	5	62.50%	10	
Fair (Below Expectations)	25.00%	3	18.75%	3	
Poor (Does Not Meet Expectations)	8.99%	1	18.75%	3	
N/A (Don't have sufficient experience to evaluate)	0.00%	0	0.00%	0	
	Answered	12	Answered	16	
	Skipped	0	Skipped	0	
<b>Comment (please provide specific example where appropriate)</b>					
<b>Comment</b>		<b>Response Date</b>	<b>Responses</b>		
		1 Nov 27 2023 12:43 PM	Only one claims review meeting so far; haven't engaged in much conversation about mitigating claims.		

<b>Q11. Overall level of satisfaction.</b>					
Answer Choices	Response Percent	Response Count	Response Percent	Response Count	
Very Good (Above Expectations)	21.05%	4	5.88%	1	
Good (Meets Expectations)	57.89%	11	41.18%	7	
Fair (Below Expectations)	21.05%	4	29.41%	5	
Poor (Does Not Meet Expectations)	0.00%	0	23.53%	4	
N/A (Don't have sufficient experience to evaluate)	0.00%	0	0.00%	0	
	Answered	19	Answered	17	
	Skipped	0	Skipped	0	
<b>Comment (please provide specific example where appropriate)</b>					
<b>Comment</b>		<b>Response Percent</b>	<b>Response Count</b>		
		1 Nov 06 2023 02:11 PM	Overall, not proactive in claims review or offering advice on claims		

Q12. Who is your Workers' Compensation Claims Examiner?			
Answered	21	Response Count 17	
Skipped	0		
Comment	Response Date	Responses	
	1 Nov 27 2023 12:43 PM	Ashley Rosario	
	2 Nov 20 2023 01:31 PM	Amanda Jinks	
	3 Nov 18 2023 03:11 PM	I'm not sure.	
	4 Nov 18 2023 10:12 AM	Amanda Jinks	
	5 Nov 16 2023 11:23 AM	Ashley	
	6 Nov 16 2023 09:22 AM	Ravi Ghuman	
	7 Nov 16 2023 08:10 AM	Ashley Rosario	
	8 Nov 15 2023 08:03 PM	Ravi Ghuman	
	9 Nov 15 2023 04:28 PM	Ravi Ghuman	
	10 Nov 14 2023 10:12 AM	Ashley Rosario	
	1 Nov 13 2023 09:08 AM	Stacey Beans, Amber Davis	
	12 Nov 06 2023 05:17 PM	Amanda Jinks	
	13 Nov 06 2023 02:11 PM	Amanda Jinks	
	14 Nov 03 2023 02:38 PM	Amanda Jinks	
	15 Nov 02 2023 01:07 PM	Ashley Rosario	
	16 Oct 30 2023 10:17 AM	Ravi Ghuman	
	17 Oct 27 2023 12:26 PM	Amanda Jinks	
	18 Oct 25 2023 11:51 AM	Ashley Rosario	

	19 Oct 25 2023 11:35 AM	Ashley	
	20 Oct 25 2023 11:31 AM	Ashley Rosario	
	21 Oct 25 2023 11:23 AM	Lisa M. Linnet, Administrative Services Manager/City Clerk	
Q13. Please provide any comments on what LWP is doing well and/or needs to improve on?			
Answered		21	Response Count 17
Skipped		0	
Comment	Response Date	Responses	
	1 Nov 27 2023 12:43 PM	Ashley only works until 3 p.m. each day. Recently she was out of the office and someone new contacted us named Ravi. No introduction to who this person was. Did not seem familiar with a new claim that was received.	
	2 Nov 20 2023 01:31 PM	It's really too soon to tell. I just feel there is an adjustment period.	
	3 Nov 18 2023 03:11 PM	I have no additional feedback at this time.	
	4 Nov 18 2023 10:12 AM	need more time working with them to answer this	
	5 Nov 16 2023 11:23 AM	Read emails completely and answer all questions asked.	
	6 Nov 16 2023 09:22 AM	Responsiveness	
	7 Nov 16 2023 08:10 AM	Great communication!	
	8 Nov 15 2023 08:03 PM	The transition to LWP has been seamless. LWP staff are professional and responsive to our needs. We are very pleased with the service we are receiving from LWP.	
	9 Nov 15 2023 04:28 PM	I appreciate the communication on claims. I get my emails answered timely.	
	10 Nov 14 2023 10:12 AM	Everything is going well. No need for improvements at the moment.	
	11 Nov 13 2023 09:08 AM	The response time is good. They need to have more doctors and labs taking their patients. Since it seems like they've only recently caught up from the transition backlog, it is difficult to accurately assess some areas. I've been seeing more strategic discussion and action now that things are caught up and the adjuster is more familiar with the files. Adjuster is regularly in contact with developments and to discuss cases, and frequently proactively reaches out to medical providers, all of which is appreciated.	
	12 Nov 06 2023 05:17 PM	Scheduling Claims Reviews and Sending regular status updates on all open claims.	
	13 Nov 06 2023 02:11 PM	Communicate more frequently after employees has appts and on what next step are for 4850 claims specifically.	
	14 Nov 03 2023 02:38 PM	responsive to our emails/calls	
	15 Nov 02 2023 01:07 PM		
	16 Oct 30 2023 10:17 AM	Thorough communication needs to be stepped up. Monthly reports need to be cleaned up as well.	

		It took a while for LWP to have full access to the active claims so I feel like this has caused some delays on claim oversight.
17 Oct 27 2023 12:26 PM		
18 Oct 25 2023 11:51 AM		Very responsive to questions.
		Would like proactive contact regarding new, active and/or complex claims
19 Oct 25 2023 11:35 AM		not enough interaction yet
20 Oct 25 2023 11:31 AM		They have been very helpful in assisting us in getting patient care promptly. This is very much appreciated.
21 Oct 25 2023 11:23 AM		

Q14. Would you like to speak to an Alliant Representative regarding the service you're receiving from LWP?				
Answer Choices	Response Percent	Response Count	Response Percent	Response Count
Yes	4.76%	1	0.00%	0
No	95.24%	20	100.00%	17
If yes, please contact Marcus Beverly via email at Marcus.Beverly@alliant.com or by phone at 916-643-2704.				2
	Answered	21	Answered	17
	Skipped	0	Skipped	0
Comment	Response Date	Responses		
	1 Nov 27 2023 12:43 PM	Time will tell if things improve w/ LWP		
	2 Nov 18 2023 10:12 AM	jschultz@ci.rio-vista.ca.us		
	3 Nov 16 2023 09:22 AM	I have already contacted Marcus on this issue.		
	4 Nov 13 2023 09:08 AM	fdirector@cityofcolusa.com		

December 4, 2023

Jenna Wirkner and Marcus Beverly  
Alliant Insurance Services, Inc  
2180 Harvard St, Ste 460  
Sacramento, CA 95815

Subject: Workers' Compensation Service Provider Survey Results 2023 for NCCSIF

Dear Jenna and Marcus,

We greatly appreciate and value the feedback received from your members on November 28, 2023. While we are pleased that the majority expressed satisfaction, we are committed to improvement and strive to meet and exceed the expectations of all members.

The review of these responses has deepened our understanding of current member needs, identified areas for improvement, and highlighted opportunities for enhancing the quality of our service.

Key findings from the survey include:

**Overall Satisfaction:** 79% of the members who responded indicated they are currently satisfied with the services provided by LWP. We also acknowledge that 4 responses for a total of 21% indicated we are below expectations.

**Quality of Service:** 80% of the members who responded indicated we meet or exceed expectations as it relates to our advice and assistance. We also acknowledge that 4 responses for a total of 20% indicated we are below expectations.

LWP Action: As issues or concerns have been brought to our attention, we have worked to address each situation or concern immediately for timely resolution. We strive to meet 100% satisfaction from all members and by addressing the specific concerns outlined in the survey will meet these goals.

**Communication:** Though 70% of the responding members expressed satisfaction with the communication, we recognize the need for improvement in this area, particularly in both proactive verbal and written communications. Included in the area of communication, we note 88% of the members rate us as "meet expectations" relating to settlement and denial communication, while 12% rated us as below expectations.

LWP Action: We are working with our adjusters to ensure that work statuses, claim status, and next steps for resolution are both timely and informative. As the team works their way through their inventory, we expect to continue to see an increasing number of settlement authority requests for quite some time. We have reinforced with our adjusters the importance of proactive and informative settlement authority requests to members and the committee.

**Reserves:** This area of the survey reflects 100% of the members believe the reserves are set reasonably, however comments indicate some members do need more information.

LWP Action: During the upcoming individual claim reviews with each member, we will be providing a current plan of action outlining the claims financial information and take the opportunity to address any inquiries or concerns surrounding reserves.

**Claim Reviews & Written Status Reports:** Since the transition we have scheduled claim reviews with members as requested while the adjusters are becoming familiar with the claims. The survey has highlighted that some members have not yet scheduled a review or received written status reports.

LWP Action: We are now ready to begin scheduling regular claim reviews. Over the next few weeks, we will reach out to each member to schedule claim reviews at the conclusion of which, we will schedule the subsequent review.

We believe that with regularly scheduled claim reviews we will not only strengthen the communication and relationship between the adjuster and each member, but we will also see increased satisfaction in several areas of the survey.

We are committed to using this feedback to continue improvements and make meaningful enhancements that align with the pools and members' expectations. Additionally, if there are any additional specific concerns or suggestions that were not captured in the survey, please do not hesitate to reach out to us directly to discuss so we may address immediately.

Thank you for your trust in LWP Claims Solutions, our employees, and services. We look forward to our continued partnership and delivering exceptional services tailored to your member's needs.

Should you have any further questions or require additional information, please feel free to contact me at 916-609-3612 or Amber Davis at 916-609-3654.

Sincerely,

Brian Esparza  
Vice President of Claims  
(916) 609-3612

Amber Davis  
Director of Claims – Public Entities  
(916) 609-3654





Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023

## Agenda Item I.4.

**LIABILITY CLAIMS ADMINISTRATION PROPOSAL****ACTION ITEM**

**ISSUE:** The contract with Sedgwick for liability claims administration expires on June 30, 2024, and the Board requested a renewal proposal at their last meeting. Sedgwick has provided the attached proposal with the current and proposed pricing listed below for comparison.

	2021-2022	2022-2023	2023-2024
<b>Current Contract Flat Fee</b>	<b>\$261,756</b>	<b>\$269,609</b>	<b>\$277,697</b>
	2024-2025	2025-2026	2026-2027
<b>Proposed Flat Fee</b>	<b>\$289,028</b>	<b>\$297,699</b>	<b>\$306,630</b>
<b>Percentage Increase</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>

The proposed increases are in line with previous contract increases and reflect a relatively steady pending over the last few years (187 end of 2019 and 188 in 2019). The current pending has increased to 259 claims due to a potential class action suit that now involves separate claims. Sedgwick has kept the fee in line with the historical pending by assigning them to a Claims Assistant while maintaining a master file with the City's Claims Examiner.

The full proposal and current service team are attached for reference. Summer Simpson was recently promoted to Assistant Manager, Claims, with Brian Davis taking on her prior role as Team Lead, Claims. Each member is assigned an examiner for consistency in managing their claims.

**RECOMMENDATION:** Review and approve negotiation of new contract with pricing as presented or revised or provide direction.

**FISCAL IMPACT:** Pricing for the first year increases 4%, or \$11,331, with 3% increases in each of the subsequent two years, a total increase of 10.4% or \$28,933.

**BACKGROUND:** Sedgwick has provided liability claims management services to NCC since its inception as the successor to York Risk Services Group and originally Bragg and Associates.

**ATTACHMENT(S):**

1. Sedgwick General Liability Pricing Proposal
2. NCCSIF General Liability Team Contacts



## General Liability Pricing Proposal

**Contract term: 07.01.2024 – 06.30.2027**

### Annual Flat Fee Pricing

Sedgwick's proposal offers an annual flat fee pricing based on the estimated claim volumes and the estimated required staffing to service those claims. Sedgwick reserves the right to modify the annual flat fee if changes in program requirements or an increase in claim volume of greater than 10% impacts the staffing requirements of the unit.

	7/1/2024-6/30/2025	7/1/2025-6/30/2026	7/1/2026-6/30/2027
<b>Annual Flat Fee Liability Program</b>	\$289,028	\$297,699	\$306,630

#### Items included in the quoted fees include:

- **RMIS access:** viaOne® access for four users, which provides a platform-independent, web-based suite of services for viewing and analyzing claims data. Access provides secure, near real-time information from Sedgwick's proprietary claims information systems, including:
  - Customizable dashboards with drill-down capabilities
  - Detailed information about the incidents, claimant work status and time tracking information
  - Financial information about an event, including the claim's payment history and available reserves
  - Client diary capability, allowing for the creation of client diaries and customized alerts
  - Access to viaOne reports, which create ad hoc detailed reports with user-specified fields and filters
  - Access to Sedgwick's advanced analytics portal, a data warehousing platform that takes a deep dive to discover meaningful risk information at the program level
- **RMIS data outgoing feed:** Monthly data file to a single carrier
- **Claims reporting:** Sedgwick pricing includes the use of the Sedgwick call center and/or web reporting technology
- **Claim reviews:** Telephonic claim reviews with the pool administrator and individual members as requested

#### Additional bundled services and fees

- Subrogation and other recovery services (second injury funds and other special funds) will be charged 25% of recovery
- RMIS access: Additional viaOne user access is \$880 per user per year

## NCCSIF General Liability Team Contacts

**Brian Davis**

Team Lead, Claims

[brian.davis@sedgwick.com](mailto:brian.davis@sedgwick.com)

Phone: 916.746.8832

**Summer Simpson**

Assistant Manager, Claims

[Summer.Simpson@Sedgwick.com](mailto:Summer.Simpson@Sedgwick.com)

Phone: 916.343.0837

**Dori Zumwalt**

Client Services Director

[Dorienne.Zumwalt@Sedgwick.com](mailto:Dorienne.Zumwalt@Sedgwick.com)

Phone: 916.749.5877

**Alyssa Reese, Claims Examiner**[Alyssa.Reese@Sedgwick.com](mailto:Alyssa.Reese@Sedgwick.com)

Phone: 916.746.8802

Cell: 530.708.5506

**Kristin Echeverria, Claims Examiner**[Kristin.Echeverria @Sedgwick.com](mailto:Kristin.Echeverria @Sedgwick.com)

Phone: 916.746.6334

Cell: 916.298.7715

**Kathryn Greene, Claims Assistant**[Kathryn.Greene2@Sedgwick.com](mailto:Kathryn.Greene2@Sedgwick.com)

Phone: 916.960.0980

**Members Served**

City of Auburn  
City of Folsom  
City of Gridley  
City of Ione  
City of Jackson  
City of Lincoln  
City of Oroville  
City of Rocklin  
City of Willows  
Town of Paradise

**Members Served**

City of Anderson  
City of Colusa  
City of Corning  
City of Dixon  
City of Folsom  
City of Galt  
City of Marysville  
City of Red Bluff  
City of Rio Vista  
City of Yuba City

**Members Served**

All Members – Monitors rejected claims

**To File a New Claim**Email to [7374NCCSIF@sedgwick.com](mailto:7374NCCSIF@sedgwick.com) with cc to [Kathryn.Greene2@Sedgwick.com](mailto:Kathryn.Greene2@Sedgwick.com)**Sedgwick Mailing Address:**

P.O. Box 14433, Lexington KY 40512

FAX (844) 346-1322

**After Hours Emergency: 800.576.8492****After Hours Emergency Call-Out: 916.971.2701**



**Agenda Item I.5.**

**BROKERAGE, RISK MANGEMENT, AND  
PROGRAM ADMINISTRATION SERVICES AGREEMENT**

**ACTION ITEM**

**ISSUE:** At their October 12, 2023, meeting the Board requested a proposal for a new five-year contract with Alliant for brokerage, risk management, and program administration services.

Alliant has prepared the attached proposed pricing beginning July 1, 2024, based on the projected hours the team has estimated it will spend in managing NCC and providing brokerage services. While the administration hours have increased 9% since the last contract renewal (2,440 v. 2238) the goal with the proposal is to keep the annual increases at or below 4%, maintaining stability for administration compensating additional services for brokerage through commissions.

As indicated in the attached fee history, in the past Alliant has requested a “reset” in the first year to make up for increases in the projected hours devoted to NCCSIF and the inflationary environment. With the current contract we intended to avoid that, and over the last five years Alliant has maintained the hours to closely match the total administration compensation. Therefore, Alliant is requesting annual fee increases of 3.75% without the need for a “reset”. This results in an average annual increase of 4%, or approximately \$15,000, and a total of 20% over the five-year contract period. The projected administration hours equate to a composite hourly rate of \$164.

The changes to the contract language, other than Compensation (Section V.) and Term (Section VIII.), are mostly related to managing confidential information, including a new Addendum C, Data Processing Addendum, outlining the steps Alliant will take to protect confidential information, particularly personal information. Other changes involved cleaning up the capitalization of the defined and other terms in the contract. The updates have been reviewed and approved by NCC counsel, Byrne Conley.

**RECOMMENDATION:** Review, discuss and advise the Program Administrators regarding the Board’s response.

**FISCAL IMPACT:** Alliant’s current fee for Liability and Workers’ Compensation Program Administration is \$385,249. Alliant is requesting annual increases of 3.75% (averaging 4% per year over 5 years, approximately \$15,000 each year).



**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

***Agenda Item I.5., continued***

**BACKGROUND:** Alliant has provided the attached summaries of historical and proposed fees and projected hours for Program Administration. The hours devoted to insurance placement are broken out to account for the time spent on those activities, as distinct from the Program Administration Services outlined in the contract. Alliant also receives commissions on lines of insurance placed for NCCSIF and individual members, to compensate for the hours spent on those placements. Those range from 20% for AMVP and ACIP coverage to 11% for APIP and approximately 4% for excess Workers' Compensation.

Alliant has estimated that total hours with insurance placement have increased by approximately 10%, from 2,876 to 3,165 hours. This is due in part to increased time spent administering new programs and services, including drone and dangerous weapons coverage, more risk management training, and more hand-on assistance with an increasing number of new member contacts. We continue to provide extensive review of contracts and insurance requirements, with increased activity since the end of the COVID pandemic.

The economy has seen inflation hitting 8.3% in 2022 and over 6% in 2023, and that has had an impact on staffing rates and retention for most employers, including Alliant. The requested fee increase averaging 4% a year will help to keep up with those pressures while smoothing out the budget and leveraging brokerage services to maintain overall fee stability.

**ATTACHMENT(S):**

1. Fee History and Proposed Fees
2. Proposed Administration Hours - Totals By Category
3. Proposed Pricing Beginning 7/1/24
4. Red-line & Clean Versions: Alliant Agreement for Broker, Risk Management and Program Administration Services, 2024 to 2019, Draft

NCCSIF Alliant Admin Fee History			
FY	Fee	% Change	\$ Change
2023/24	\$ 385,249	3.25%	\$ 12,126
2022/23	\$ 373,123	3.25%	\$ 11,745
2021/22	\$ 361,378	3.25%	\$ 11,375
2020/21	\$ 350,003	3.25%	\$ 11,017
2019/20	\$ 338,986	9.50%	\$ 29,410
2018/19	\$ 309,576	2%	\$ 6,071
2017/18	<b>\$ 303,505</b>	2%	\$ 5,949
2016/17	\$ 297,556	2%	\$ 5,836
2015/16	\$ 291,720	2%	\$ 5,720
2014/15	\$ 286,000	6%	\$ 16,000
2013/14	\$ 270,000	0%	\$ -
2012/13	\$ 270,000	0%	\$ -
2011/12	\$ 270,000	0%	\$ -
2010/09	\$ 270,000	-3%	\$ (9,556.00)
2009/10	\$ 279,556	-2%	\$ (6,140.00)
2008/09	\$ 285,696	-6%	\$ (18,024.00)
2007/08	<b>\$ 303,720</b>	7%	\$ 19,356
2006/07	\$ 284,364		

Proposed Admin Fees 2024 -19-2024			
FY	Fee	% Change	\$ Change
2024/25	\$ 399,696	3.75%	\$ 14,447
2025/26	\$ 414,684	3.75%	\$ 14,989
2026/27	\$ 430,235	3.75%	\$ 15,551
2027/28	\$ 446,369	3.75%	\$ 16,134
2028/29	\$ 463,108	3.75%	\$ 16,739
2029/30	TBD	TBD	TBD
2030/31	TBD	TBD	TBD

**NCCSIF - Proposed Hours - TOTAL ALL HOURS**

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>Consulting with Members</b>	64	67	72	75	70	146	69	63	67	70	66	65	<b>894</b>
Email/Correspondance	23	23	23	24	23	24	23	23	23	23	23	23	
Contract Review	5	6	7	7	6	8	5	7	6	6	5	5	
Certificate Requests	10	10	14	15	12	80	15	14	12	12	12	11	
General	26	28	28	29	29	34	26	19	26	29	26	26	
<b>Insurance Placement</b>	40	64	70	116	127	100	73	38	33	40	16	8	<b>725</b>
Members Applications/Updates	22	35	36	41	40	16	10	9	16	22	13	6	
Marketing Efforts	4	24	21	24	24	13	0	0	0	0	0	0	
Proposals, Binders & Policy distribution	4	0	4	35	52	52	52	26	12	14	0	0	
General (incld Stand Alone)	10	5	9	16	11	19	11	3	5	4	3	2	
<b>Meetings, Agendas, Agenda Prep</b>	34	52	90	108	96	114	30	48	78	101	67	116	<b>934</b>
BOD, EC, RMC, CC and PRMC Meetings	6	22	30	36	30	36	0	20	20	28	8	36	
Meetings Agenda Preparation	11	15	42	50	46	58	9	17	42	55	40	59	
Action Items from Meetings	15	13	16	20	18	18	19	9	14	16	17	19	
Ad Hoc Meetings	2	2	2	2	2	2	2	2	2	2	2	2	
<b>General Administration</b>	48	56	86	62	48	41	42	51	35	34	52	57	<b>612</b>
Annual Report	0	0	0	0	0	0	2	10	13	10	0	0	
CAJPA Accreditation	0	0	3	3	0	2	6	2	2	2	0	0	
Claims Reporting Manual	0	0	0	0	2	0	2	0	0	0	0	0	
Insurance Program Items	10	30	53	41	33	25	16	24	6	6	11	6	
Website/Alliant Connect	1	1	2	2	2	2	4	1	2	2	10	0	
General (Form 700, Budget, Survey, etc.)	37	25	28	16	11	12	12	14	12	14	31	51	
<b>TOTAL</b>	<b>186</b>	<b>239</b>	<b>318</b>	<b>361</b>	<b>341</b>	<b>401</b>	<b>214</b>	<b>200</b>	<b>213</b>	<b>245</b>	<b>201</b>	<b>246</b>	<b>3165</b>

PRMC    EC & CC    BOD & RMC    EC, CC & PRMC    BOD & RMC    PRMC    EC & CC    BOD & RMC    BOD

Insurance Placement	725
LESS Insurance Placement	2,440

**ALLIANT SERVICES FOR NCCSIF - Proposed Pricing Beginning 7/1/2024**

ANNUAL % INCREASE (on Program Admin. Fees):							3.75%	3.75%	3.75%	3.75%	3.75%	Avg. Annual
4.0%												
	# of Members	Scheduled	Actual	Year #1	Year #2	Year #3	Year #4	Year #5				
		FY 23/24	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29				
Contract Revenue												
Liability	19	\$ 210,136	\$ 210,136	\$218,016	\$226,192	\$234,674	\$243,474	\$252,604				
WC	22	\$ 175,113	\$ 175,113	\$181,680	\$188,493	\$195,561	\$202,895	\$210,503				
Program Admin Total		\$ 385,249	\$ 385,249	\$ 399,696	\$ 414,684	\$ 430,235	\$ 446,369	\$ 463,108	Total % Inc.			
									20.2%			

<b><i>Projected Total Admin Services</i></b>			
	<b>Hours</b>	<b>Rate</b>	<b>Total</b>
Conor Boughey	113	\$250	\$28,250
Marcus Beverly	568	\$210	\$119,280
Jenna Wirkner	1,299	\$135	\$175,365
Evan Washburn	268	\$190	\$50,920
Misc. Programs	60	\$125	\$7,500
Misc. Services	132	\$135	\$17,820
<b>Total:</b>	<b>2,440</b>	<b>\$164</b>	<b>\$399,135</b>



## **BROKER, RISK MANAGEMENT AND PROGRAM ADMINISTRATION SERVICES AGREEMENT**

### **I. PARTIES**

The PARTIES to this AGREEMENT are **Northern California Cities Self Insurance Fund (NCCSIF)** and **Alliant Insurance Services, Inc.**, a California corporation, (PROGRAM ADMINISTRATOR). This AGREEMENT is effective from July 1, 2024, and shall remain in effect for five years through, and including, June 30, 2029.

### **II. AGREEMENT**

In consideration of the payments and agreements specified in the AGREEMENT, PROGRAM ADMINISTRATOR shall perform SERVICES pursuant to Section IV, Scope of Service.

### **III. DEFINITIONS**

When used herein, when capitalized, whether in the singular or in the plural, the following terms shall have the following meanings:

- A. PROGRAM ADMINISTRATOR** – Alliant Insurance Services, Inc.
- B. NCCSIF** – Northern California Cities Self Insurance Fund, and its Members.
- C. AGREEMENT** – This PROGRAM ADMINISTRATOR services agreement, including any written changes thereto, which were agreed upon by the PARTIES.
- D. COMPENSATION:**
  - 1. FEES** – Remuneration paid by NCCSIF directly to PROGRAM ADMINISTRATOR for Services (does not include commission).
  - 2. COMMISSION** – Remuneration paid by NCCSIF's insurance carriers (or excess programs) for services directly to PROGRAM ADMINISTRATOR.
- E. COMPANIES** – The business entities other than the PROGRAM ADMINISTRATOR which make available services necessary to implement the PROGRAM.
- F. PARTY** – NCCSIF or PROGRAM ADMINISTRATOR.
- G. PROGRAM** – The lines of Insurance coverage placed on behalf of NCCSIF and SERVICE provided under the scope of this Agreement.
- H. SERVICE** – Any and all obligations of PROGRAM ADMINISTRATOR to be performed pursuant to the AGREEMENT.

- I. KEY PERSONNEL** – Those individuals on the Account Service Team, listed in **Addendum B**, responsible for the PROGRAM ADMINISTRATOR roles provided for under the SCOPE OF SERVICE.

#### **IV. SCOPE OF SERVICE**

- A. DESIGNATION OF BROKER AND BROKERAGE SERVICES.** NCCSIF hereby engages and designates PROGRAM ADMINISTRATOR to act as NCCSIF's insurance broker and perform all customary duties of an insurance broker for NCCSIF's PROGRAMS including without limitation:

- 1. Marketing the PROGRAMS to insurance carriers and/or excess Joint Powers Authorities;**
  - a.** Develop marketing specifications based upon an evaluation of NCCSIF's loss exposure and which address such exposures;
  - b.** Evaluate quotations as to the adequacy of coverage, appropriate retention levels, restrictions in coverage, the existence of warranties, concurrency of coverage, and suitability of forms;
  - c.** Evaluate the financial status and service capabilities of insurers making quotations of coverage under the PROGRAMS, based upon available data. NCCSIF recognizes and agrees that PROGRAM ADMINISTRATOR is not responsible for any change in the financial condition of any insurance carrier or Joint Powers Authority after an insurance placement is made.
- 2. Deliver binders and other evidences of insurance within ten (10) calendar days after the placement of any insurance under the PROGRAMS, to be effective until such times as the policy or policies for the placement are received by NCCSIF from the insurance carriers. Such binders shall be signed by an authorized agent or employee of the insurance carrier. The PROGRAM ADMINISTRATOR shall use best efforts to secure a correct policy or policies within ninety (90) days of placement of any insurance under the Programs. The PROGRAM ADMINISTRATOR shall not be responsible for the failure of Members of NCCSIF to make premium payments;**
- 3. Forward questions from NCCSIF and/or its Members to the insurance carriers or excess Joint Powers Authorities;**
- 4. Identify, review and comment on loss-control activities and recommendations of insurers or excess Joint Powers Authorities;**
- 5. Issue Certificates of Insurance regarding the PROGRAMS;**
- 6. In the event that any insurance is written for the PROGRAMS, unless NCCSIF**

gives the PROGRAM ADMINISTRATOR contrary instructions, the PROGRAM ADMINISTRATOR will implement the practice of notifying all excess insurance carriers whenever NCCSIF or one of its members has requested that notice of claim be given to the carriers;

7. Assist NCCSIF and, where applicable, NCCSIF's third party administrator in settlement issues with insurance carriers. However, it is understood and agreed that the PROGRAM ADMINISTRATOR is not providing claims management services under this Agreement;
8. Act upon request as a liaison for communications among or between all parties involved in the PROGRAMS including NCCSIF, its participating Members, insurance carriers and others;
9. Prepare written reports to NCCSIF to include:
  - a. Report as needed of pending rate, coverage or renewal problems including significant changes in the financial status of major insurers or reinsurers for the Programs;
  - b. At least thirty (30) days prior to the PROGRAMS anniversary(s), a written report stating anticipated renewal terms and conditions and other indications of market conditions, trends and anticipated changes;
  - c. A comprehensive summary report, within fifteen (15) days of purchasing coverage, outlining the coverage(s) purchased. Such report shall contain the following information:
    - 1) Summary of insurance and their terms and conditions, and
    - 2) Summary of financial conditions of insurers providing coverage;

**B. PROGRAM ADMINISTRATION SERVICES.**

PROGRAM ADMINISTRATOR agrees to provide the following services to the satisfaction of the Board of Directors of NCCSIF:

1. Act as “key” contact for the NCCSIF coverage programs including Liability, Workers’ Compensation and Property Programs.
2. Handle clerical and correspondence duties of the Joint Powers Authority.
3. Work with the NCCSIF committees and coordinate NCCSIF program administration.

4. Meet with cities as requested and necessary.
5. Maintain Program Policies and Procedures on website.
6. Develop, issue and maintain Certificates of Coverage for the NCCSIF Memorandums of Coverage on behalf of the members of NCCSIF.
7. Issue, modify as directed and maintain Memorandums of Coverage forms for the shared risk layer of PROGRAMS.
8. Prepare NCCSIF agendas and other general administrative functions.
9. Meet with the Board of Directors and the committees on a scheduled basis.
10. Prepare the annual budget.
11. Act as a central clearinghouse for dissemination of information on risk management issues and NCCSIF PROGRAMS.
12. Assist Members in matters of proper Liability insurance coverage requirements of contractors.
13. Assist as may be required with financial audits, claims audits or actuarial studies conducted by NCCSIF's retained auditors and actuaries.
14. Monitor loss runs of NCCSIF PROGRAMS and Members.
15. Coordinate matters of safety/loss control programming and assist in the development of loss prevention material.
16. Time spent on each program shall be reviewed every three years.
17. Maintain on behalf of NCCSIF; loss reports, insurance policies, certificates of insurance, JPA vendor contracts, claims audits, actuarial studies, financial audits, statistical studies, deposit premium calculations, and other pertinent materials in accordance with standard insurance record retention practices and with the NCCSIF approved Policy and Procedure on Records Retention. Records will be maintained in a digital format.
18. Maintain a suitable backup and recovery system for data and develop and implement processes for the protection of electronic data, including a written policy with respect to:
  - a. Disaster recovery
  - b. Physical and electronic data security
  - c. Electronic data retention

19. On a six-month basis provide a service calendar reporting on the services rendered for the period and a projection of work to be accomplished during the next six months.
20. Update and maintain the NCCSIF website and other PROGRAM documentation.
21. Prepare an Annual Report to be distributed at a Board of Directors meeting.

## V. COMPENSATION

With respect to the categories of risk and insurance identified in **Addendum A** and the SERVICES specified in Section IV. SCOPE OF SERVICE, PROGRAM ADMINISTRATOR shall receive compensation as follows:

- A. Total FEE for Workers' Compensation and Liability shall be as follows:

YR.	LIABILITY		WORKERS' COMP	TOTAL
1 <sup>st</sup> :	\$ 218,016	181,680	\$ 399,696	
2 <sup>nd</sup> :	\$ 226,192	\$ 188,493	\$ 414,684	
3 <sup>rd</sup> :	\$ 234,674	\$ 195,561	\$ 430,235	
4 <sup>th</sup> :	\$ 243,474	\$ 202,895	\$ 446,369	
5 <sup>th</sup> :	\$ 252,604	\$ 210,503	\$ 463,108	

- B. New Members will be added at equivalent rates in effect at the time of joining.
- C. Fees shall be paid in twelve (12) equal monthly installments.
- D. COMMISSIONS on insurance coverage placed for NCCSIF PROGRAMS, as well as other lines of insurance placed on behalf of NCCSIF and its Members, at customary commission rates. Coverage includes: Property, Excess Workers' Compensation, crime, auto physical damage, mobile equipment, airport liability, flood, earthquake, and other miscellaneous lines.
- E. **Disclosures.**
  1. Commissions. During this Agreement, PROGRAM ADMINISTRATOR shall annually disclose, in writing, any COMMISSIONS received by PROGRAM ADMINISTRATOR in connection with any insurance placed on behalf of NCCSIF or its Members.
  2. Exclusions. Commissions for Special Events, Notary Bonds and Vendor/Contractor Liability Programs are not included in the Annual FEE or COMPENSATION, as coverage is provided to Third Party Individuals.

3. Transparency. During the time of this Agreement, PROGRAM ADMINISTRATOR will annually disclose any Commissions received by PROGRAM ADMINISTRATOR or any affiliated Company in connection with any Insurance Placements on behalf of NCCSIF under the Alliant's "Transparency and Disclosure" Policy, a copy of which is made available upon request. Pursuant to its Policy, Alliant will conduct business in conformance with all applicable Insurance Regulations and in advancement of the best interests of NCCSIF. In addition, Alliant's Conflict of Interest Policy precludes it from accepting any form of broker incentives that would result in business being placed with carriers in conflict with the interests of Alliant and/or NCCSIF.
4. Other Alliant Services. In addition to the COMPENSATION that PROGRAM ADMINISTRATOR receives, its related entity, Alliant Specialty Insurance Services ("ASIS") and its Underwriting operations, Alliant Underwriting Services ("AUS") may receive Compensation from Pool Administration and/or a carrier involved in underwriting services. The financial impact of the compensation received by AUS and/or ASIS is a cost included in the premium. Compensation received by AUS and/or ASIS will be disclosed in writing to NCCSIF and is agreed to by NCCSIF as part of the Premium. NCCSIF further acknowledges that PROGRAM ADMINISTRATOR and ASIS maintain an arm's length relationship. NCCSIF understands that while PROGRAM ADMINISTRATOR represents NCCSIF as an individual entity, AUS and/or ASIS independently administers its Program as a whole, and not on behalf of any particular Member.

Additionally, the related entities of Alliant Business Services (ABS) may receive compensation from PROGRAM ADMINISTRATOR and/or a carrier for providing designated, value-added services. Services contracted by NCCSIF directly will be invoiced accordingly.

## **VI. TAXES AND FEES AND USE OF INTERMEDIARIES**

- A. **Surplus Lines Fees and Taxes.** In certain cases, placement made by PROGRAM ADMINISTRATOR on behalf of NCCSIF, with approval of NCCSIF, may require the payment of surplus lines assessments, taxes and/or fees to state regulators, boards or associations. Such assessments, taxes and/or fees will be charged to NCCSIF and identified separately on invoices covering these placements. PROGRAM ADMINISTRATOR shall not be responsible for the payment of any such fees, taxes or assessments, except to the extent such taxes or fees have been collected from NCCSIF.
- B. **Intermediaries.** PROGRAM ADMINISTRATOR may determine from time to time that it is necessary or appropriate to utilize the services of intermediaries (such as surplus lines brokers, underwriting managers, London market brokers, and reinsurance brokers) to assist in marketing the PROGRAM. These

intermediaries may be affiliates of PROGRAM ADMINISTRATOR or may be unrelated intermediaries. Compensation of such intermediaries will be paid by the insurance company out of paid insurance premiums. Where a placement through such an intermediary will result in compensation to a PROGRAM ADMINISTRATOR affiliate, PROGRAM ADMINISTRATOR will fully disclose in writing to NCCSIF its relationship to the affiliate and the reason that placement of coverage through that intermediary is in the best interest of NCCSIF.

- C. Indirect Income.** Indirect Income includes such items as insurance carrier contingency arrangements. PROGRAM ADMINISTRATOR will not accept these compensation incentives from insurers, including contingent commissions, market service agreements (MSA), volume-based commission incentives and rebates on business placed on behalf of NCCSIF within the SCOPE OF SERVICE of this AGREEMENT.

## **VII. KEY PERSONNEL**

PROGRAM ADMINISTRATOR agrees KEY PERSONNEL will be responsible for performance of the designated functions for NCCSIF as delineated in **Addendum B**. Should such personnel become unavailable to perform SERVICES for NCCSIF, PROGRAM ADMINISTRATOR agrees to replace, as soon as practical, such personnel with personnel of comparable skills and experience as determined by NCCSIF's evaluation and subject to NCCSIF's right of refusal for any reason.

## **VIII. TERM**

The term of the AGREEMENT shall be effective from July 1, 2024, to June 30, 2029, unless cancelled pursuant to Section X Termination of Agreement. NCCSIF shall have an option to extend the AGREEMENT for two additional one-year periods, exercisable by NCCSIF by notifying PROGRAM ADMINISTRATOR of such extension and obtaining acceptance by PROGRAM ADMINISTRATOR at least three months prior to the anniversary date. The AGREEMENT shall have an anniversary date each July 1, for the purpose of reviewing compensation and optional extensions. This AGREEMENT supersedes and replaces all previous AGREEMENTS or Contracts.

## **IX. NONASSIGNABLE**

This AGREEMENT is binding upon the PARTIES hereto and their respective successors by merger, sale, consolidation or reorganization. The AGREEMENT is otherwise personal to the PARTIES and cannot be assigned or delegated without prior written consent of the other PARTY.

## **X. TERMINATION OF AGREEMENT**

The AGREEMENT may be cancelled by either PARTY any time upon 90 days advance written notice delivered or mailed to the other PARTY. In the event of cancellation, PROGRAM ADMINISTRATOR will assist NCCSIF in arranging a smooth transition to

another COMPANY, including, but not limited to providing NCCSIF copies of products, files, records, computations, quotations studies and other data, prepared or obtained in connection with this AGREEMENT, in a mutually-agreed format, which shall become the permanent property of NCCSIF.

Should this agreement be terminated pursuant to this section prior to the end of this AGREEMENT's term, the PROGRAM ADMINISTRATOR shall be entitled to retain as earned COMPENSATION for its SERVICES a prorated portion of the FEES paid by NCCSIF for each member in certain NCCSIF PROGRAMS as follows: if termination is effective in the first quarter of the PROGRAM year, 50% of such FEES; if in the second quarter of the PROGRAM year, 67.7%; if in the third quarter of the PROGRAM year, 83.3%; and if in the fourth quarter of the PROGRAM year 100%. These percentages apply only to the FEES and COMMISSIONS charged by the PROGRAM ADMINISTRATOR for all other COMPENSATION shall be considered fully earned upon termination of the AGREEMENT.

#### **XI. ENTIRE AGREEMENT MODIFICATION**

This AGREEMENT constitutes the entire understanding of the PARTIES hereto. Neither PARTY shall be entitled to any benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both PARTIES. Each PARTY specifically acknowledges that in entering into and executing this AGREEMENT, it relies solely upon the provisions contained in this AGREEMENT and no others.

#### **XII. SEVERABILITY**

If any term, covenant, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

#### **XIII. APPLICABLE LAW**

This AGREEMENT has been executed and delivered in the State of California, and the validity, enforceability and interpretation of any of the clauses of this AGREEMENT shall be determined and governed by the laws of the State of California.



#### **XIV. HOLD HARMLESS**

- A. In the event that PROGRAM ADMINISTRATOR, its agents, employees, representatives, or assigns, negligently or intentionally violate any applicable law or regulation, any provision of the Agreement, or any written rule, regulation, policy, procedure or similar instruction under the PROGRAM, PROGRAM ADMINISTRATOR shall to the extent it caused the same, indemnify, defend, and hold NCCSIF harmless from and against all third party loss and damage, including any reasonable costs or expenses (including attorney's fees), incurred by NCCSIF in connection with such conduct.
- B. In the event that NCCSIF, its agents, employees, representatives, or assigns, negligently or intentionally violate any applicable law or regulation, or any provision of the AGREEMENT, or any written rule, regulation, policy, procedure or similar instruction under the PROGRAM, NCCSIF shall to the extent it caused the same, indemnify, defend, and hold PROGRAM ADMINISTRATOR harmless from and against all third party loss and damage, including any reasonable costs or expenses (including attorney's fees), incurred by PROGRAM ADMINISTRATOR in connection with such conduct.

The above obligations shall survive the termination of this AGREEMENT.

#### **XV. INSURANCE REQUIREMENTS**

During the term of this Agreement, PROGRAM ADMINISTRATOR shall maintain the following insurance coverage and limits or the equivalent self-insurance coverage:

- A. Professional Liability insurance with minimum limits of \$15 million per claim providing coverage for any errors and omissions which the PROGRAM ADMINISTRATOR or its agents may make resulting in financial loss to NCCSIF;
- B. Commercial General and Automobile Liability insurance with limits of at least \$2 million combined single limit per occurrence and aggregate for bodily injury and property damage. The policies are to contain, or be endorsed to contain the following provisions:
  - 1. NCCSIF, its trustees, officers, employees, and volunteers are to be covered as additional insureds with respect to liability arising out of the work or operations performed by the PROGRAM ADMINISTRATOR or on behalf of the PROGRAM ADMINISTRATOR, or arising from operation of "any auto," whether owned leased, hired or borrowed by the PROGRAM ADMINISTRATOR.
  - 2. For any covered claims related to this Section B, the PROGRAM ADMINISTRATOR's insurance coverage shall be primary insurance as respects NCCSIF, its trustees, officers, employees, or volunteers. Any

insurance or self- insurance maintained by NCCSIF or any of its members shall be excess to the PROGRAM ADMINISTRATOR's insurance and shall not contribute with it.

- C. Workers' Compensation coverage in compliance with the laws of the State of California, and Employers' Liability insurance in the amount of \$1 million per accident or aggregate.
- D. Commercial Umbrella of at least \$4 million aggregate coverage over General Liability and Auto primary coverages.

Except for Professional Liability, each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled or non-renewed by PROGRAM ADMINISTRATOR, except with thirty (30) days prior written notice by certified mail, return receipt requested, given to NCCSIF.

All insurance carriers providing the coverages required by this section shall have a financial rating of at least an "A" published AM. Best, or the published reports of an equivalent financial rating firm will be used to confirm the insurance carriers' rating, unless the PROGRAM ADMINISTRATOR has obtained the NCCSIF's written acknowledgment that an insurance carrier with a lower financial rating is permitted.

PROGRAM ADMINISTRATOR shall also provide to NCCSIF certificates of insurance and copies of applicable endorsements evidencing the above coverages and limits, and will maintain these coverages during the term of this AGREEMENT.

The failure of the PROGRAM ADMINISTRATOR to procure and maintain the required insurance does not negate the PROGRAM ADMINISTRATOR's obligation under this AGREEMENT to do so.

## **XVI. DISPUTE RESOLUTION**

Any dispute arising under the terms of this AGREEMENT which is not resolved within a reasonable period of time by authorized representatives of the PROGRAM ADMINISTRATOR and the NCCSIF shall be brought to the attention of the Chief Executive Officer (or designated representative) of the PROGRAM ADMINISTRATOR and the Chair (or designee) of the NCCSIF for joint resolution. At the request of either PARTY, the NCCSIF shall provide a forum for discussion of the disputed item(s). If resolution of the dispute through these means is pursued without success, such dispute shall be submitted to final and binding arbitration upon the mutual agreement of both of the parties. Such arbitration shall be conducted under the auspices of, and in accordance with the procedures and rules of the California Code of Civil Procedure. Any hearings held in the course of any such arbitration shall be held in the County of Sacramento, California unless the parties mutually agree in writing to another location.

Despite an unresolved dispute, the PROGRAM ADMINISTRATOR shall continue

without delay to perform its responsibilities under this AGREEMENT. The PROGRAM ADMINISTRATOR shall keep accurate records of its SERVICES in order to document the extent of its SERVICES under this AGREEMENT.

## **XVII. WAIVER**

No Provision of this AGREEMENT shall be considered waived, unless such waiver is in writing and signed by the Party that benefit from the Enforcement of such Provision. No Waiver of any Provision in this AGREEMENT, however, shall be deemed a Waiver of a subsequent Breach of such Provision or a Waiver of a similar Provision. In addition, a Waiver of any Breach or a Failure to Enforce any Term or Condition of this AGREEMENT shall not in any way Affect, Limit, or Waive a Party's Right under this AGREEMENT at any time to Enforce strict Compliance thereafter with every Term and Condition of this AGREEMENT.

## **XVIII. COPYRIGHT**

Any reports, documents or other materials produced in whole or in part under this AGREEMENT exclusively for NCCSIF shall be the property of NCCSIF and none shall be subject to an application for copyright by or on behalf of PROGRAM ADMINISTRATOR.

## **XIX. CONFIDENTIAL INFORMATION**

No reports, information, documents, any other materials given to or prepared by PROGRAM ADMINISTRATOR under this AGREEMENT which NCCSIF deems confidential and requests in writing to be kept confidential ("Confidential Information"), shall NOT be made available by PROGRAM ADMINISTRATOR to any individual or organization without prior written approval by NCCSIF. Notwithstanding the foregoing, however, the provisions of the proceeding sentence shall not apply where:

- A.** PROGRAM ADMINISTRATOR is required by law, regulation or pursuant to any subpoena to disclose such information.
- B.** The disclosure of such information is, in the good faith discretion of PROGRAM ADMINISTRATOR, necessary or appropriate to any civil litigation or arbitration commenced against the NCCSIF by PROGRAM ADMINISTRATOR; or the defense of PROGRAM ADMINISTRATOR or its officers, directors, employees, agents, attorneys-in-fact, attorneys-at-law, predecessors-in-interest or successors-in-interest in any pending or threatened civil litigation or arbitration prosecuted against PROGRAM ADMINISTRATOR by the NCCSIF, or to any civil litigation commenced against either the NCCSIF or PROGRAM ADMINISTRATOR by any third party.
- C.** The disclosure of such information is, in the good faith discretion of PROGRAM ADMINISTRATOR, necessary and appropriate to the discharge of PROGRAM ADMINISTRATOR of its duties pursuant to this AGREEMENT including,

without limitation, to: (i) its employees, authorized agents, officers, directors and/or advisors (including, without limitation, accountants, attorneys, consultants, and financial advisors) (collectively, the “Representatives”) who have a legitimate “need to know” the information; and, the provision of customary underwriting information to insurers, underwriters, and other recognized intermediaries and administrators.

- D.** Such information, without any act by PROGRAM ADMINISTRATOR, is available to the public.
- E.** Such information: (i) is or becomes public other than as a result of a breach of this Section XIX by PROGRAM ADMINISTRATOR or its Representatives; (ii) was rightfully acquired by PROGRAM ADMINISTRATOR from any third party, who to PROGRAM ADMINISTRATOR’S knowledge was not subject to any obligation of confidentiality or other restriction on use or disclosure; or (iii) was independently developed by PROGRAM ADMINISTRATOR or its Representatives without its use of NCCSIF’s Confidential Information.

## **XX. ETHICS AND CONFLICT OF INTEREST STATEMENT**

The PROGRAM ADMINISTRATOR understands and agrees that NCCSIF desires to compare the cost of obtaining services or insurance products from PROGRAM ADMINISTRATOR against other viable and competitive options and expects that the PROGRAM ADMINISTRATOR, subject to appropriate terms of confidentiality and non-disclosure, will make its compensation agreements and revenue streams known to NCCSIF, so as to provide NCCSIF with a clear accounting of the costs of the placement of insurance services and products. The PROGRAM ADMINISTRATOR shall conduct its business so as to fulfill all legal and ethical requirements and standards of the industry and the State of California, and shall place the best interests of NCCSIF ahead of any other concerns in the placement of insurance services and products. To this end, PROGRAM ADMINISTRATOR:

- A.** Warrants that it will adhere to its ethical obligations to NCCSIF to deliver honest, competitive, and meaningful SERVICE and advice on the placement of any insurance products, services, or coverage, and to provide access to an open, fair, and competitive insurance marketplace;
- B.** Shall exercise due diligence in making a full and complete disclosure of all quotes and declinations from all markets contacted for each specific line of coverage, including the date and time of contact and the name, address, phone number and, to the extent available, email address of the individual contact for each market;
- C.** Shall make every good faith attempt to avoid even the appearance of a conflict of interest between the PROGRAM ADMINISTRATOR, NCCSIF, and any provider of any insurance product or service, and will promptly notify NCCSIF of any real or potential conflict of interest;

- D. Agrees to include a copy of PROGRAM ADMINISTRATOR's own Ethics Statement or Code, or PROGRAM ADMINISTRATOR's Compliance Statement available on the PROGRAM ADMINISTRATOR's website; and,
- E. Shall request that all insurance carriers show any commission rates on their insurance policies and will otherwise ensure those rates are known to NCCSIF.
- F. Acknowledges the mutual trust and confidence by both PARTIES, and that all actions of the PROGRAM ADMINISTRATOR shall be for the specific benefit of the NCCSIF and their PROGRAMS as a whole.

## **XXI. OBLIGATIONS OF NCCSIF**

NCCSIF will reasonably cooperate with the PROGRAM ADMINISTRATOR in the performance of the PROGRAM ADMINISTRATOR's brokerage, risk management and program administration duties by providing the PROGRAM ADMINISTRATOR where available reasonably complete and accurate information as to NCCSIF's loss experience risk exposures and any other pertinent information that the PROGRAM ADMINISTRATOR requests. NCCSIF shall promptly review coverage documents concerning the PROGRAMS delivered by the PROGRAM ADMINISTRATOR for consistency with NCCSIF's specifications. NCCSIF may designate one or more officers or committees of NCCSIF to receive and provide significant intervening substantive review, and independently evaluate any and all recommendations or proposals made to NCCSIF by the PROGRAM ADMINISTRATOR which are significant, substantive in nature and under which any material benefit shall accrue to the PROGRAM ADMINISTRATOR or the PROGRAM ADMINISTRATOR's affiliates, under the terms of this AGREEMENT. Such committees shall then provide their own recommendations concerning such matters to the Board of Directors of NCCSIF, having ultimate decision making authority on such matters. NCCSIF instructs PROGRAM ADMINISTRATOR to process information provided hereunder for the purpose of performing SERVICES and in accordance with **Addendum C**.

## **XXII. RELATIONSHIP OF THE PARTIES**

At all times and for all purposes, the relationship between the PARTIES is intended to be that of independent contractors and there is no intent to create a joint venture relationship, and any person representing PROGRAM ADMINISTRATOR, shall be an independent contractor to NCCSIF, and the AGREEMENT shall not in any way be construed as a contract of employment between NCCSIF and PROGRAM ADMINISTRATOR's agents. In addition, the PARTIES Agree that, except as otherwise provided herein, NCCSIF shall not be obligated for any expense incurred by PROGRAM ADMINISTRATOR in rendering SERVICES, or by engaging in any other transaction or conduct arising out of this AGREEMENT.

## **XXIII. OWNERSHIP OF BOOKS AND RECORDS**

The PARTIES shall each maintain normal business records related to all business

generated under this AGREEMENT. Upon reasonable request, and subject to the confidentiality provisions set forth herein, the PARTIES may each obtain from the other copies of all policyholder documents, including but not limited to policies, binders, certificates, endorsements, underwriting data, loss data, and other statistical information in the other's possession, custody, or control with respect to all business generated under this AGREEMENT.

#### **XXIV. NON-SOLICITATION**

PROGRAM ADMINISTRATOR agrees that, during the Term of this AGREEMENT, PROGRAM ADMINISTRATOR's personnel shall not purposely solicit NCCSIF Members from PROGRAMS or lines of coverage, on which they work or have worked. NCCSIF understands and agrees that PROGRAM ADMINISTRATOR has offices, staff, clients, and prospects nationwide, and nothing in this paragraph shall restrict it from responding to any Request for Proposal with notice to NCCSIF, or from otherwise providing services or products when asked by a NCCSIF Member after receiving permission from NCCSIF. In addition, this paragraph shall not prohibit PROGRAM ADMINISTRATOR from engaging in general advertising, or marketing campaigns. Nothing in this paragraph shall be applied in a manner that violates any applicable state or federal law or regulation.

#### **XXV. DISASTER RECOVERY; CONTINUITY**

PROGRAM ADMINISTRATOR agrees that it has a Disaster Recovery Plan in place that is intended to secure, and if necessary, restore information, physical and electronic data, affected by a security breach, force majeure or natural Disaster. In addition, PROGRAM ADMINISTRATOR will make commercially reasonable efforts to ensure that, at all times, it has a sufficient number of trained personnel on hand to meet its obligations under this AGREEMENT, including in the event of a force majeure, natural disaster, or pandemic.

#### **XXVI. COST AND ATTORNEY FEES**

The prevailing PARTY in any action brought to enforce the terms of this AGREEMENT or arising out of this AGREEMENT may recover its reasonable costs and attorney's fees incurred in connection with such action from the other PARTY to such action (as used herein "prevailing PARTY" means: (i) in the case of the PARTY initiating the enforcement of rights or remedies, that it recovered substantially all of its claims; and, (ii) in the case of the PARTY defending against such enforcement, that it successfully defended substantially all of the claims made against it)..

#### **XXVII. GENERAL**

- A. ASSIGNMENT.** Neither PARTY shall assign this AGREEMENT in whole or in part without the prior written consent of the other PARTY.
- B. NOTICES.** All notices hereunder shall be given in writing and mailed, postage prepaid, by certified mail, addressed as follows:

<b>To NCCSIF:</b> President, Board of Directors Northern California Cities Self Insurance Fund AT THE OFFICE ADDRESS OF CURRENT PRESIDENT	<b>To PROGRAM ADMINISTRATOR:</b> Alliant Insurance Services, Inc. 2180 Harvard Street, Suite 460 Sacramento, CA 95815 Attn: Marcus Beverly  With a copy to: Alliant Insurance Services, Inc. 701 B. Street, 6 <sup>th</sup> Floor San Diego, CA 92101 Attn: Chief Legal Counsel
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**XXVIII. PERFORMANCE MEASURES**

The PROGRAM ADMINISTRATOR agrees to be evaluated by performance measures as developed with the Executive Committee.

**IN WITNESS WHEREOF**, NCCSIF and PROGRAM ADMINISTRATOR have hereby executed this AGREEMENT on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**NORTHERN CALIFORNIA CITIES SELF INSURANCE  
FUND**

By: \_\_\_\_\_  
President

**ALLIANT INSURANCE SERVICES, INC.**

By: \_\_\_\_\_  
Daniel Howell,  
Managing Director – Public Entity

## **ADDENDUM A**

### **Programs and Coverages**

PROGRAM ADMINISTRATOR agrees to provide SERVICES to the following PROGRAMS of NCCSIF:

1. Workers' Compensation Program;
2. Liability Program; and
3. Other lines of coverage and excess insurance purchased by NCCSIF and Member Cities.

It is understood and agreed that NCCSIF may obtain additional services from PROGRAM ADMINISTRATOR for additional PROGRAMS. NCCSIF and PROGRAM ADMINISTRATOR shall agree in writing to the Scope of Services and compensation in advance of PROGRAM ADMINISTRATOR's performance of additional SERVICES.



## **ADDENDUM B**

### **Account Service Team**

Peer Review	Conor Boughey*
Program Manager	Marcus Beverly*
Account Executive Lead	Evan Washburn
Assistant Account Manager	Jenna Wirkner
Claims Specialist	Diana Walizada, Bob Frey

\* Denotes KEY Personnel

## ADDENDUM C

### Data Processing Addendum

This Data Processing Addendum (together with the Exhibit, Attachment and Appendices, the “**Addendum**” or “**DPA**”) forms part of the Agreement, including all attachments, exhibits, and appendices (“**Agreement**”) entered into between Northern California Cities Self Insurance Fund (“**Customer**”) and Alliant Insurance Services, Inc. (“**Alliant**” or “**Service Provider**”). This Addendum reflects the Parties’ agreement with regard to Service Provider’s Processing of Personal Data (defined below) in connection with providing Services described in the Agreement. In the event of a conflict, the terms and conditions of this Addendum will prevail. Capitalized terms shall have the meaning given them in the Agreement, in this DPA, and in the Data Protection Laws, as applicable.

Customer and Service Provider agree as follows:

1. **DEFINITIONS.** The following terms, including any derivatives thereof, will have the meanings set forth below.
  - 1.1. “**Data Protection Laws**” means any laws that apply to the Processing of data by Service Provider under the Agreement.
  - 1.2. “**Data Subject**” means any living identified or identifiable natural person to which Personal Data relates or identifies.
  - 1.3. “**Data Subject Request**” means a request to access, correct, amend, transfer, rectify, restrict, limit use, opt out of sale or sharing or other processing, or delete a Data Subject’s Personal Data consistent with that person’s rights under Data Protection Laws.
  - 1.4. “**De-Identified Data**” means information that cannot reasonably be used to Infer information about, or otherwise be linked to, a particular consumer, provided that the business that possesses the information:
    - 1.4.1. Takes reasonable measures to ensure that the information cannot be associated with a Data Subject or household;
    - 1.4.2. Publicly commits to maintain and use the information in deidentified form and not to attempt to reidentify the information, except that the business may attempt to reidentify the information solely for the purpose of determining whether its deidentification processes satisfy the requirements of this definition; and
    - 1.4.3. Contractually obligates any recipients of the information to comply with all of the requirements of this definition.
  - 1.5. “**Personal Data**,” “**Personal Information**,” means Customer information Processed by Service Provider under the Agreement that is linked, reasonably linkable, or relates to an identified or identifiable natural person. Both Personal Data and Personal Information are referred to in this Addendum as “Personal Data.”
  - 1.6. “**Process**” or “**Processing**” means any operation or set of operations performed on Personal Data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, modification, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, sale, analysis, alignment or combination, restriction, erasure or destruction.
  - 1.7. “**Sell**” has the meaning as set forth in the Data Protection Laws.
  - 1.8. “**Service Provider**” means Alliant Insurance Services, Inc., including its affiliates and subsidiaries.
  - 1.9. “**Services**” will have the same meaning provided under the Agreement.
  - 1.10. “**Share**” has the meaning as set forth in the Data Protection Laws.
  - 1.11. “**Subprocessor**” means a subcontractor engaged by Service Provider or its affiliates to Process Customer Personal Data as part of the performance of the Services.

## 2. PROCESSING OF PERSONAL DATA

**2.1. Processing of Personal Data.** Service Provider will only Process (including but not limited to Sale, Sharing, or Disclosure) Customer Personal Data for the purposes of providing the Services specified in the Agreement.

**2.1.1.** Service Provider will not Sell or Share Customer Personal Data, nor will it retain, use, or disclose Customer Personal Data for any purpose other than for the specific business purpose of performing the Services specified in the Agreement. Service Provider will not Process Customer Personal Data outside the direct business relationship between Customer and Service Provider, including retaining, using, or disclosing Customer Personal Data for a commercial purpose other than providing the Services specified in the Agreement or as required by law.

**2.1.2.** The details of the Processing of Personal Data pursuant to the Agreement are set forth in Exhibit A to this DPA.

**2.1.3.** Service Provider shall not combine Customer Personal Data received from Customer with any other information Service Provider receives from or on behalf of another person or business or which it collects from its own interactions with Data Subjects.

**2.1.4.** Service Provider shall Process Personal Data under the Agreement in compliance with Data Protection Laws, including providing the same level of privacy protection required by Data Protection Laws. Service Provider will notify Customer if Service Provider determines it or its Subprocessor(s) cannot meet its obligations under the Data Protection Laws, in which case Customer may, upon thirty (30) days' notice, take reasonable and appropriate steps to stop and remediate unauthorized Processing of Personal Data.

**2.2. Data Subject Requests.** Service Provider shall inform Customer if it receives a request from a Data Subject to exercise their rights under Data Protection Laws. Service Provider will provide such assistance, including taking any appropriate technical and organizational measures, as Customer requests to help Customer fulfill its obligations under Data Protection Laws to respond to Data Subject Requests.

**2.3. Disclosure.** Service Provider shall inform its personnel engaged in the Processing of Customer Personal Data of the confidential nature of the Customer Personal Data and ensure that they are subject to binding confidentiality obligations.

**2.4. Confidentiality.** Service Provider will ensure that all employees are subject to binding confidentiality obligations.

**2.5. De-identified Data.** Service Provider shall be responsible for its compliance with all laws regarding data that cannot reasonably identify, be related to, describe, be capable of being associated with or be linked directly or indirectly to a Data Subject.

**2.5.1.** To the extent Service Provider Processes De-Identified Data under the Agreement, Service Provider:

2.5.1.1. Will not attempt to associate De-Identified Data with an individual;

2.5.1.2. Will not attempt to re-identify De-Identified Data;

2.5.1.3. Will maintain and use De-Identified Data only in a de-identified fashion; and

2.5.1.4. Will not use De-Identified Data to infer information about, or otherwise link to, an identified or identifiable individual or a device linked to such an individual.

**3. AUDITS.** Customer may audit Service Provider's compliance with its obligations under this DPA and Data Protection Laws, including but not limited to ongoing manual reviews, automated scans, regular assessments, audits, or other technical and operational testing at least once every 12 months.

**4. SECURITY MEASURES.** Service Provider shall, in relation to the Customer Personal Data, implement appropriate technical and organizational measures to ensure a level of security appropriate to the risk.

5. **SUBPROCESSORS.** Service Provider will ensure that any Subprocessor that has access to Customer Personal Data enters into a written agreement obligating the Subprocessor to comply with terms that are at least as restrictive as those imposed on Service Provider under the Data Protection Laws.

6. **ADDITIONAL COMPLIANCE PROVISIONS**

- 6.1. The Parties each represent and warrant to each other that they have read and understand the requirements of all applicable Data Protection Laws, and will be responsible for their own compliance with them.
- 6.1.1. Customer shall have the right to take reasonable and appropriate steps to ensure that the Service Provider is using Customer Personal Data in a manner consistent with Service Provider's obligations under this DPA and Data Protection Laws.
- 6.1.2. Each Party agrees that it is responsible for its own compliance with the requirements of the applicable Data Protection Laws
- 6.1.3. The Parties agree that where Service Provider processes Personal Data, it functions as a Service Provider and a Processor under the Data Protection Laws.
- 6.1.4. The disclosure of Customer Personal Data to Service Provider does not constitute a Sale or Sharing under the Data Protection Laws. Notwithstanding anything in the Agreement, the Parties acknowledge and agree that Customer's provision of access to Personal Data is not part of and is explicitly excluded from the exchange of consideration or any other thing of value between the Parties.
7. **CERTIFICATION.** By signing this DPA, Service Provider certifies that it understands the restrictions herein and will comply with them.

**Signature Page  
Data Processing Addendum**

Acceptance of this Agreement is indicated by signature of the parties below.

**Northern California Cities Self Insured Fund**

**Alliant Insurance Services, Inc.**

By: Click or tap here to enter text.

By: Click or tap here to enter text.

Print Name: Click or tap here to enter text.

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap here to enter text.

Date: Click or tap here to enter text.

## **EXHIBIT A – Details of Data Processing**

The details of the Processing to be carried out under the Agreement are as follows:

Nature and Purpose of Processing	As set forth in the Agreement		
Types of Personal Data Processed	<input type="checkbox"/> Abilities/aptitudes <input checked="" type="checkbox"/> Address <input type="checkbox"/> Attitudes <input type="checkbox"/> Background checks <input type="checkbox"/> Bank account number <input checked="" type="checkbox"/> Bank routing number <input type="checkbox"/> Beneficiary information <input type="checkbox"/> Beneficiary number <input type="checkbox"/> Blood pressure <input type="checkbox"/> CCTV footage <input type="checkbox"/> Citizenship Status <input type="checkbox"/> Compensation information <input type="checkbox"/> Credit history <input type="checkbox"/> Criminal history <input checked="" type="checkbox"/> Date of birth <input checked="" type="checkbox"/> Dates of health service <input checked="" type="checkbox"/> Diagnosis <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Disease/disorder <input checked="" type="checkbox"/> Driver's license number <input type="checkbox"/> Education history information <input type="checkbox"/> Education records (e.g., transcript) <input checked="" type="checkbox"/> Email address <input type="checkbox"/> Employee ID <input type="checkbox"/> Employment history <input type="checkbox"/> Eye color <input type="checkbox"/> Facial images <input type="checkbox"/> Financial records <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a>	<input type="checkbox"/> Finger or handprint <input type="checkbox"/> Gender/Gender Identity <input type="checkbox"/> Genetic information <input type="checkbox"/> Govt-issued ID number <input type="checkbox"/> Handicapped status <input type="checkbox"/> Health records <input type="checkbox"/> Health status <input checked="" type="checkbox"/> Health symptoms <input checked="" type="checkbox"/> Health treatments <input checked="" type="checkbox"/> Height <input type="checkbox"/> Immigration/VISA <input type="checkbox"/> Insurance information <input type="checkbox"/> Insurance policy numbers <input type="checkbox"/> Intelligence <input type="checkbox"/> Iris/retina scan <input type="checkbox"/> Keystroke patterns <input type="checkbox"/> Marital status <input checked="" type="checkbox"/> Medical claim history <input checked="" type="checkbox"/> Medical conditions <input type="checkbox"/> Medical device identifiers <input type="checkbox"/> Medical photo images/X-Rays <input type="checkbox"/> Medical record number <input type="checkbox"/> Medical test results <input type="checkbox"/> Medication <input type="checkbox"/> Mental health <input checked="" type="checkbox"/> Name <input type="checkbox"/> National ID Card Number <input type="checkbox"/> National origin/race/ethnicity <input checked="" type="checkbox"/> Partial Social Security number	<input type="checkbox"/> Passport number <input type="checkbox"/> Payment card number <input type="checkbox"/> Performance Evaluations <input type="checkbox"/> Philosophical beliefs <input type="checkbox"/> Political party <input type="checkbox"/> Preferences, Trends, Predispositions <input type="checkbox"/> Professional licenses <input type="checkbox"/> Purchase/Service history <input type="checkbox"/> Religion <input type="checkbox"/> Resume <input checked="" type="checkbox"/> Signature <input type="checkbox"/> Sleep patterns <input type="checkbox"/> Social Insurance Number <input checked="" type="checkbox"/> Social Security number <input type="checkbox"/> State ID <input type="checkbox"/> Subscriber number <input type="checkbox"/> Survey responses <input type="checkbox"/> Tax information <input checked="" type="checkbox"/> Telephone number <input type="checkbox"/> Union membership or information <input type="checkbox"/> Vehicle License Plate Number <input type="checkbox"/> Vein patterns <input type="checkbox"/> Veteran/Military Status <input type="checkbox"/> Voice patterns <input type="checkbox"/> Voice recordings <input type="checkbox"/> Weight

## **BROKER, RISK MANAGEMENT AND PROGRAM ADMINISTRATION SERVICES AGREEMENT**

### **I. PARTIES**

The PARTIES to this AGREEMENT are **Northern California Cities Self Insurance Fund (NCCSIF)** and **Alliant Insurance Services, Inc.**, a ~~Delaware~~California ~~Corporation~~corporation, (PROGRAM ADMINISTRATOR). This AGREEMENT is effective from July 1, ~~2019~~2024, and shall remain in effect for five years through, and including, June 30, ~~2024~~2029.

### **II. AGREEMENT**

In consideration of the payments and agreements specified in the AGREEMENT, PROGRAM ADMINISTRATOR shall perform SERVICES pursuant to Section IV, Scope of Service.

### **III. DEFINITIONS**

When used herein, when capitalized, whether in the singular or in the plural, the following terms shall have the following meanings:

- A.** PROGRAM ADMINISTRATOR – Alliant Insurance Services, Inc.
- B.** NCCSIF – Northern California Cities Self Insurance Fund, and its Members.
- C.** AGREEMENT – This PROGRAM ADMINISTRATOR services agreement, including any written changes thereto, which were agreed upon by the PARTIES.
- D.** COMPENSATION:
  - 1. FEES – Remuneration paid by NCCSIF directly to PROGRAM ADMINISTRATOR for Services (does not include commission).
  - 2. COMMISSION – Remuneration paid by NCCSIF's insurance carriers (or excess programs) for services directly to PROGRAM ADMINISTRATOR.
- E.** COMPANIES – The business entities other than the PROGRAM ADMINISTRATOR which make available services necessary to implement the PROGRAM.
- F.** PARTY – NCCSIF or PROGRAM ADMINISTRATOR.
- G.** PROGRAM – The lines of Insurance coverage placed on behalf of NCCSIF and SERVICE provided under the scope of this Agreement.
- H.** SERVICE – Any and all obligations of PROGRAM ADMINISTRATOR to be

performed pursuant to the AGREEMENT.

- I. KEY PERSONNEL – Those individuals on the Account Service Team, listed in **Addendum B**, responsible for the PROGRAM ADMINISTRATOR roles provided for under the SCOPE OF SERVICE.

#### IV. SCOPE OF SERVICE

- A. DESIGNATION OF BROKER AND BROKERAGE SERVICES. NCCSIF hereby engages and designates PROGRAM ADMINISTRATOR to act as NCCSIF's insurance broker and perform all customary duties of an insurance broker for NCCSIF's ~~PROGRAMS~~Programs including without limitation:

1. Marketing the PROGRAMS to insurance carriers and/or excess Joint Powers Authorities;
  - a. Develop marketing specifications based upon an evaluation of NCCSIF's loss exposure and which address such exposures;
  - b. Evaluate quotations as to the adequacy of coverage, appropriate retention levels, restrictions in coverage, the existence of warranties, concurrency of coverage, and suitability of forms;
  - c. Evaluate the financial status and service capabilities of insurers making quotations of coverage under the PROGRAMS, based upon available data. NCCSIF recognizes and agrees that PROGRAM ADMINISTRATOR is not responsible for any change in the financial condition of any insurance carrier or Joint Powers Authority after an insurance placement is made.
2. Deliver binders and other evidences of insurance within ten (10) calendar days after the placement of any insurance under the PROGRAMS, to be effective until such times as the policy or policies for the placement are received by NCCSIF from the insurance carriers. Such binders shall be signed by an authorized agent or employee of the insurance carrier. The PROGRAM ADMINISTRATOR shall use best efforts to secure a correct policy or policies within ninety (90) days of placement of any insurance under the Programs. The PROGRAM ADMINISTRATOR shall not be responsible for the failure of Members of NCCSIF to make premium payments;
3. Forward questions from NCCSIF and/or its Members to the insurance carriers or excess Joint Powers Authorities;
4. Identify, review and comment on loss-control activities and recommendations of insurers or excess Joint Powers Authorities;
5. Issue Certificates of Insurance regarding the PROGRAMS;



6. In the event that any insurance is written for the PROGRAMS, unless NCCSIF gives the PROGRAM ADMINISTRATOR contrary instructions, the PROGRAM ADMINISTRATOR will implement the practice of notifying all excess insurance carriers whenever NCCSIF or one of its members has requested that notice of claim be given to the carriers;
7. Assist NCCSIF and, where applicable, NCCSIF's third party administrator in settlement issues with insurance carriers. However, it is understood and agreed that the PROGRAM ADMINISTRATOR is not providing claims management services under this Agreement;
8. Act upon request as a liaison for communications among or between all parties involved in the PROGRAMS including NCCSIF, its participating Members, insurance carriers and others;
9. Prepare written reports to NCCSIF to include:
  - a. Report as needed of pending rate, coverage or renewal problems including significant changes in the financial status of major insurers or reinsurers for the Programs;
  - b. At least thirty (30) days prior to the PROGRAMS anniversary(s), a written report stating anticipated renewal terms and conditions and other indications of market conditions, trends and anticipated changes;
  - c. A comprehensive summary report, within fifteen (15) days of purchasing coverage, outlining the coverage(s) purchased. Such report shall contain the following information:
    - 1) Summary of insurance and their terms and conditions, and
    - 2) Summary of financial conditions of insurers providing coverage;

**B. PROGRAM ADMINISTRATION SERVICES.**

PROGRAM ADMINISTRATOR agrees to provide the following services to the satisfaction of the Board of Directors of NCCSIF:

1. Act as “key” contact for the NCCSIF coverage programs including Liability, Workers’ Compensation and Property Programs.
2. Handle clerical and correspondence duties of the Joint Powers Authority.
3. Work with the NCCSIF committees and coordinate NCCSIF program administration.

4. Meet with cities as requested and necessary.
5. Maintain Program Policies and Procedures on website.
6. Develop, issue and maintain Certificates of Coverage for the NCCSIF Memorandums of Coverage on behalf of the members of NCCSIF.
7. Issue, modify as directed and maintain Memorandums of Coverage forms for the shared risk layer of PROGRAMS.
8. Prepare NCCSIF agendas and other general administrative functions.
9. Meet with the Board of Directors and the committees on a scheduled basis.
10. Prepare the annual budget.
11. Act as a central clearinghouse for dissemination of information on risk management issues and NCCSIF PROGRAMS.
12. Assist Members in matters of proper Liability insurance coverage requirements of contractors.
13. Assist as may be required with financial audits, claims audits or actuarial studies conducted by NCCSIF's retained auditors and actuaries.
14. Monitor loss runs of NCCSIF PROGRAMS and Members.
15. Coordinate matters of safety/loss control programming and assist in the development of loss prevention material.
16. Time spent on each program shall be reviewed every three years.
17. Maintain on behalf of NCCSIF; loss reports, insurance policies, certificates of insurance, JPA vendor contracts, claims audits, actuarial studies, financial audits, statistical studies, deposit premium calculations, and other pertinent materials in accordance with standard insurance record retention practices and with the NCCSIF approved Policy and Procedure on Records Retention. Records will be maintained in a digital format.
18. Maintain a suitable backup and recovery system for data and develop and implement processes for the protection of electronic data, including a written policy with respect to:
  - a. Disaster recovery
  - b. Physical and electronic data security
  - c. Electronic data retention

19. On a six-month basis provide a service calendar reporting on the services rendered for the period and a projection of work to be accomplished during the next six months.
20. Update and maintain the NCCSIF website and other PROGRAM documentation.
21. Prepare an Annual Report to be distributed at a Board of Directors meeting.

## V. COMPENSATION

With respect to the categories of risk and insurance identified in **Addendum A** and the SERVICES specified in Section IV. SCOPE OF SERVICE, PROGRAM ADMINISTRATOR shall receive compensation as follows:

- A. Total FEE for Workers' Compensation and Liability shall be as follows:

YR.	LIABILITY	WORKERS' COMP	TOTAL
1 <sup>st</sup> :	<del>\$184,902</del> 218,016	<del>\$154,084</del> 181,680	<del>\$338,986</del> 399,696
2 <sup>nd</sup> :	<del>\$190,911</del> 226,192	<del>\$159,092</del> 188,493	<del>\$350,003</del> 414,684
3 <sup>rd</sup> :	<del>\$197,116</del> 234,674	<del>\$164,262</del> 195,561	<del>\$361,378</del> 430,235
4 <sup>th</sup> :	<del>\$203,522</del> 243,474	<del>\$169,601</del> 202,895	<del>\$373,123</del> 446,369
5 <sup>th</sup> :	<del>\$210,136</del> 252,604	<del>\$175,113</del> 210,503	<del>\$385,249</del> 463,108

- B. New Members will be added at equivalent rates in effect at the time of joining.
- C. Fees shall be paid in twelve (12) equal monthly installments.
- D. COMMISSIONS on insurance coverage placed for NCCSIF PROGRAMS, as well as other lines of insurance placed on behalf of NCCSIF and its Members, at customary commission rates. Coverage includes: Property, Excess Workers' Compensation, crime, auto physical damage, mobile equipment, airport liability, flood, earthquake, and other miscellaneous lines.
- E. **Disclosures.**
  1. Commissions. During this Agreement, PROGRAM ADMINISTRATOR shall annually disclose, in writing, any COMMISSIONS received by PROGRAM ADMINISTRATOR in connection with any insurance placed on behalf of NCCSIF or its Members.
  2. Exclusions. Commissions for Special Events, Notary Bonds and Vendor/Contractor Liability Programs are not included in the Annual FEE or COMPENSATION, as coverage is provided to Third Party Individuals.

3. Transparency. During the time of this Agreement, PROGRAM ADMINISTRATOR will annually disclose any Commissions received by PROGRAM ADMINISTRATOR or any affiliated Company in connection with any Insurance Placements on behalf of NCCSIF under the Alliant's "Transparency and Disclosure" Policy, a copy of which is made available upon request. Pursuant to its Policy, Alliant will conduct business in conformance with all applicable Insurance Regulations and in advancement of the best interests of NCCSIF. In addition, Alliant's Conflict of Interest Policy precludes it from accepting any form of broker incentives that would result in business being placed with carriers in conflict with the interests of Alliant and/or NCCSIF.
4. Other Alliant Services. In addition to the ~~COMPENSATION~~Compensation that PROGRAM ADMINISTRATOR receives, its related entity, Alliant Specialty Insurance Services ("ASIS") and its Underwriting operations, Alliant Underwriting Services ("AUS") may receive Compensation from Pool Administration and/or a carrier involved in underwriting services. The financial impact of the ~~compensation~~Compensation received by AUS and/or ASIS is a cost included in the premium. Compensation received by AUS and/or ASIS will be disclosed in writing to NCCSIF and is agreed to by NCCSIF as part of the Premium. NCCSIF further acknowledges that PROGRAM ADMINISTRATOR and ASIS maintain an arm's length relationship. NCCSIF understands that while PROGRAM ADMINISTRATOR represents NCCSIF as an individual entity, AUS and/or ASIS independently administers its Program as a whole, and not on behalf of any particular Member.

Additionally, the related entities of Alliant Business Services (ABS) may receive ~~compensation~~Compensation from PROGRAM ADMINISTRATOR and/or a carrier for providing designated, value-added services. Services contracted by NCCSIF directly will be invoiced accordingly.

## VI. TAXES AND FEES AND USE OF INTERMEDIARIES

- A. **Surplus Lines Fees and Taxes.** In certain cases, placement made by PROGRAM ADMINISTRATOR on behalf of NCCSIF, with approval of NCCSIF, may require the payment of surplus lines assessments, taxes and/or fees to state regulators, boards or associations. Such assessments, taxes and/or fees will be charged to NCCSIF and identified separately on invoices covering these placements. PROGRAM ADMINISTRATOR shall not be responsible for the payment of any such fees, taxes or assessments, except to the extent such taxes or fees have been collected from NCCSIF.
- B. **Intermediaries.** PROGRAM ADMINISTRATOR may determine from time to time that it is necessary or appropriate to utilize the services of intermediaries (such as surplus lines brokers, underwriting managers, London market brokers,

and reinsurance brokers) to assist in marketing the PROGRAM. These intermediaries may be affiliates of PROGRAM ADMINISTRATOR or may be unrelated intermediaries. Compensation of such intermediaries will be paid by the insurance company out of paid insurance premiums. Where a placement through such an intermediary will result in compensation to a PROGRAM ADMINISTRATOR affiliate, PROGRAM ADMINISTRATOR will fully disclose in writing to NCCSIF its relationship to the affiliate and the reason that placement of coverage through that intermediary is in the best interest of NCCSIF.

- C. **Indirect Income.** Indirect Income includes such items as insurance carrier contingency arrangements. PROGRAM ADMINISTRATOR will not accept these compensation incentives from insurers, including contingent commissions, market service agreements (MSA), volume-based commission incentives and rebates on business placed on behalf of NCCSIF within the SCOPE OF SERVICE of this AGREEMENT.

## VII. KEY PERSONNEL

PROGRAM ADMINISTRATOR agrees KEY PERSONNEL will be responsible for performance of the designated functions for NCCSIF as delineated in **Addendum B**. Should such personnel become unavailable to perform SERVICES for NCCSIF, PROGRAM ADMINISTRATOR agrees to replace, as soon as practical, such personnel with personnel of comparable skills and experience as determined by NCCSIF's evaluation and subject to NCCSIF's right of refusal for any reason.

## VIII. TERM

The term of the AGREEMENT shall be effective from July 1, ~~2019~~2024, to June 30, ~~2024~~2029, unless cancelled pursuant to Section X Termination of Agreement. NCCSIF shall have an option to extend the AGREEMENT for two additional one-year periods, exercisable by NCCSIF by notifying PROGRAM ADMINISTRATOR of such extension and obtaining acceptance by PROGRAM ADMINISTRATOR at least three months prior to the anniversary date. The AGREEMENT shall have an anniversary date each July 1, for the purpose of reviewing compensation and optional extensions. This AGREEMENT supersedes and replaces all previous AGREEMENTS or Contracts.

## IX. NONASSIGNABLE

This AGREEMENT is binding upon the ~~PARTIES~~parties hereto and their respective successors by merger, sale, consolidation or reorganization. The AGREEMENT is otherwise personal to the PARTIES and cannot be assigned or delegated without prior written consent of the other PARTY.

## X. TERMINATION OF AGREEMENT

The AGREEMENT may be cancelled by either PARTY any time upon 90 days advance written notice delivered or mailed to the other PARTY. In the event of cancellation,

PROGRAM ADMINISTRATOR will assist NCCSIF in arranging a smooth transition to another COMPANY, including, but not limited to providing NCCSIF copies of ~~requested~~ products, files, records, computations, quotations studies and other data, prepared or obtained in connection with this AGREEMENT, in a mutually-agreed format, which shall become the permanent property of NCCSIF.

Should this agreement be terminated pursuant to this section prior to the end of this AGREEMENT's term, the PROGRAM ADMINISTRATOR shall be entitled to retain as earned COMPENSATION for its SERVICES a prorated portion of the ~~FEES~~fees paid by NCCSIF for each member in certain NCCSIF PROGRAMS as follows: if termination is effective in the first quarter of the PROGRAM year, 50% of such ~~FEES~~fees; if in the second quarter of the PROGRAM year, 67.7%; if in the third quarter of the PROGRAM year, 83.3%; and if in the fourth quarter of the PROGRAM year 100%. These percentages apply only to the ~~per member FEES. FEES~~ and ~~COMMISSIONS~~ charged by the PROGRAM ADMINISTRATOR for all other COMPENSATION shall be considered fully earned upon termination of the AGREEMENT.

~~In the event of termination, PROGRAM ADMINISTRATOR shall give to NCCSIF copies of all products, files, records, computations, quotations, studies and other data prepared or obtained in connection with this contract, which shall become the permanent property of NCCSIF.~~

#### **XI. ENTIRE AGREEMENT MODIFICATION**

This AGREEMENT constitutes the entire understanding of the PARTIES hereto. ~~PROGRAM ADMINISTRATOR~~Neither PARTY shall be entitled to ~~no other~~any benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both PARTIES. ~~PROGRAM ADMINISTRATOR~~Each PARTY specifically acknowledges that in entering into and executing this AGREEMENT, ~~PROGRAM ADMINISTRATOR~~it relies solely upon the provisions contained in this AGREEMENT and no others.

#### **XII. SEVERABILITY**

If any term, covenant, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

#### **XIII. APPLICABLE LAW**

This AGREEMENT has been executed and delivered in the State of California, and the validity, enforceability and interpretation of any of the clauses of this AGREEMENT shall be determined and governed by the laws of the State of California.

#### **XIV. HOLD HARMLESS**

- A. In the event that PROGRAM ADMINISTRATOR, its agents, employees, representatives, or assigns, negligently or intentionally violate any applicable Law-law or regulation, any provision of the Agreement, or any written rule, regulation, policy, procedure or similar instruction under the PROGRAM, PROGRAM ADMINISTRATOR shall to the extent it caused the same, indemnify, defend, and hold NCCSIF harmless from and against all third party loss and damage, including any reasonable costs or expenses (including attorney's fees), incurred by NCCSIF in connection with such conduct.
- B. In the event that NCCSIF, its agents, employees, representatives, or assigns, negligently or intentionally violate any applicable Law-law or regulation, or any provision of the AGREEMENT, or any written rule, regulation, policy, procedure or similar instruction under the PROGRAM Agreement, NCCSIF shall to the extent it caused the same, indemnify, defend, and hold PROGRAM ADMINISTRATOR harmless from and against all third party loss and damage, including any reasonable costs or expenses (including attorney's fees), incurred by PROGRAM ADMINISTRATOR in connection with such conduct.

The above obligations shall survive the termination of this AGREEMENT.

#### **XV. INSURANCE REQUIREMENTS**

During the term of this Agreement, PROGRAM ADMINISTRATOR shall maintain the following insurance coverage and limits or the equivalent self-insurance coverage:

- A. Professional Liability insurance with minimum limits of \$15 million per claim providing coverage for any errors and omissions which the PROGRAM ADMINISTRATOR or its agents may make resulting in financial loss to NCCSIF;
- B. Commercial General and Automobile Liability insurance with limits of at least \$2 million combined single limit per occurrence and aggregate for bodily injury and property damage. The policies are to contain, or be endorsed to contain the following provisions:
1. NCCSIF, its trustees, officers, employees, and volunteers are to be covered as additional insureds with respect to liability arising out of the work or operations performed by the PROGRAM ADMINISTRATOR or on behalf of the PROGRAM ADMINISTRATOR, or arising from operation of "any auto," whether owned leased, hired or borrowed by the PROGRAM ADMINISTRATOR.
  2. For any covered claims related to this Section B, the PROGRAM ADMINISTRATOR's insurance coverage shall be primary insurance as respects ~~Client~~NCCSIF, its trustees, officers, employees, or volunteers.

Any insurance or self- insurance maintained by NCCSIF or any of its members shall be excess to the PROGRAM ADMINISTRATOR's insurance and shall not contribute with it.

- C. Workers' Compensation coverage in compliance with the laws of the State of California, and Employers' Liability insurance in the amount of \$1 million per accident or aggregate.
- D. Commercial Umbrella of at least \$4 million aggregate coverage over General Liability and Auto primary coverages.

Except for Professional Liability, each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled or non-renewed by PROGRAM ADMINISTRATOR, except with thirty (30) days prior written notice by certified mail, return receipt requested, given to NCCSIF.

All insurance carriers providing the coverages required by this section shall have a financial rating of at least an "A" published AM. Best, or the published reports of an equivalent financial rating firm will be used to confirm the insurance carriers' rating, unless the PROGRAM ADMINISTRATOR has obtained the NCCSIF's written acknowledgment that an insurance carrier with a lower financial rating is permitted.

PROGRAM ADMINISTRATOR shall also provide to NCCSIF certificates of insurance and copies of applicable endorsements evidencing the above coverages and limits, and will maintain these coverages during the term of this AGREEMENT.

The failure of the PROGRAM ADMINISTRATOR to procure and maintain the required insurance does not negate the PROGRAM ADMINISTRATOR's obligation under this AGREEMENT to do so.

## **XVI. DISPUTE RESOLUTION**

Any dispute arising under the terms of this AGREEMENT which is not resolved within a reasonable period of time by authorized representatives of the PROGRAM ADMINISTRATOR and the NCCSIF shall be brought to the attention of the Chief Executive Officer (or designated representative) of the PROGRAM ADMINISTRATOR and the Chair (or designee) of the NCCSIF for joint resolution. At the request of either PARTY, the NCCSIF shall provide a forum for discussion of the disputed item(s). If resolution of the dispute through these means is pursued without success, such dispute shall be submitted to final and binding arbitration upon the mutual agreement of both of the parties. Such arbitration shall be conducted under the auspices of, and in accordance with the procedures and rules of the California Code of Civil Procedure. Any hearings held in the course of any such arbitration shall be held in the County of Sacramento, California unless the parties mutually agree in writing to another location.



Despite an unresolved dispute, the PROGRAM ADMINISTRATOR shall continue without delay to perform its responsibilities under this AGREEMENT. The PROGRAM ADMINISTRATOR shall keep accurate records of its SERVICES in order to document the extent of its SERVICES under this AGREEMENT.

## **XVII. WAIVER**

No Provision of this AGREEMENT shall be considered ~~Waived~~waived, unless such ~~Waiver~~waiver is in writing and signed by the Party that benefit from the Enforcement of such Provision. No Waiver of any Provision in this AGREEMENT, however, shall be deemed a Waiver of a subsequent Breach of such Provision or a Waiver of a similar Provision. In addition, a Waiver of any Breach or a Failure to Enforce any Term or Condition of this AGREEMENT shall not in any way Affect, Limit, or Waive a Party's Right under this AGREEMENT at any time to Enforce strict Compliance thereafter with every Term and Condition of this AGREEMENT.

## **XVIII. COPYRIGHT**

Any reports, documents or other materials produced in whole or in part under this AGREEMENT exclusively for NCCSIF shall be the property of NCCSIF and none shall be subject to an application for copyright by or on behalf of PROGRAM ADMINISTRATOR.

## **XIX. CONFIDENTIAL INFORMATION**

No reports, information, documents, any other materials given to or prepared by PROGRAM ADMINISTRATOR under this AGREEMENT which NCCSIF deems confidential and requests in writing to be kept confidential ("Confidential Information"), shall NOT be made available by PROGRAM ADMINISTRATOR to any individual or organization without prior written approval by NCCSIF. Notwithstanding the foregoing, however, the provisions of the proceeding sentence shall not apply where:

- A. PROGRAM ADMINISTRATOR is required by law, regulation or pursuant to any subpoena to disclose such information.
- B. The disclosure of such information is, in the good faith discretion of PROGRAM ADMINISTRATOR, necessary or appropriate to any civil litigation or arbitration commenced against the NCCSIF by PROGRAM ADMINISTRATOR; or the defense of PROGRAM ADMINISTRATOR or its officers, directors, employees, agents, attorneys-in-fact, attorneys-at-law, predecessors-in-interest or successors-in-interest in any pending or threatened civil litigation or arbitration prosecuted against PROGRAM ADMINISTRATOR by the NCCSIF, or to any civil litigation commenced against either the NCCSIF or PROGRAM ADMINISTRATOR by any third party.
- C. The disclosure of such information is, in the good faith discretion of PROGRAM ADMINISTRATOR, necessary and appropriate to the discharge of PROGRAM

ADMINISTRATOR of its duties pursuant to this AGREEMENT including, without limitation, to: (i) its employees, authorized agents, officers, directors and/or advisors (including, without limitation, accountants, attorneys, consultants, and financial advisors) (collectively, the “Representatives”) who have a legitimate “need to know” the information; and, the provision of customary underwriting information to insurers, underwriters, and other recognized intermediaries and administrators.

- D. Such information, without any act by PROGRAM ADMINISTRATOR, is available to the public.
- E. Such information: (i) is or becomes public other than as a result of a breach of this Section XIX by PROGRAM ADMINISTRATOR or its Representatives; (ii) was is rightfully acquired by PROGRAM ADMINISTRATOR from any third party, who to PROGRAM ADMINISTRATOR’S knowledge was not subject to any obligation of confidentiality or other restriction on use or disclosure; or (iii) was independently developed by PROGRAM ADMINISTRATOR or its Representatives without its use of NCCSIF’s Confidential Information.

## **XX. ETHICS AND CONFLICT OF INTEREST STATEMENT**

The PROGRAM ADMINISTRATOR understands and agrees that NCCSIF desires to compare the cost of obtaining services or insurance products from PROGRAM ADMINISTRATOR against other viable and competitive options and expects that the PROGRAM ADMINISTRATOR, subject to appropriate terms of confidentiality and non-disclosure, will make its compensation agreements and revenue streams known to NCCSIF, so as to provide NCCSIF with a clear accounting of the costs of the placement of insurance services and products. The PROGRAM ADMINISTRATOR shall conduct its business so as to fulfill all legal and ethical requirements and standards of the industry and the State of California, and shall place the best interests of NCCSIF ahead of any other concerns in the placement of insurance services and products. To this end, PROGRAM ADMINISTRATOR:

- A. Warrants that it will adhere to its ethical obligations to NCCSIF to deliver honest, competitive, and meaningful ~~SERVICE~~Service and advice on the placement of any insurance products, services, or coverage, and to provide access to an open, fair, and competitive insurance marketplace;
- B. Shall exercise due diligence in making a full and complete disclosure of all quotes and declinations from all markets contacted for each specific line of coverage, including the date and time of contact and the name, address, phone number and, to the extent available, email address of the individual contact for each market;

- C. Shall make every good faith attempt to avoid even the appearance of a conflict of interest between the PROGRAM ADMINISTRATOR, NCCSIF, and any provider of any insurance product or service, and will promptly notify NCCSIF of any real or potential conflict of interest;
- D. Agrees to include a copy of PROGRAM ADMINISTRATOR's own Ethics Statement or Code, or PROGRAM ADMINISTRATOR's Compliance Statement available on the PROGRAM ADMINISTRATOR's website; and,
- E. Shall request that all insurance carriers show any commission rates on their insurance policies and will otherwise ensure those rates are known to NCCSIF.
- F. Acknowledges the mutual trust and confidence by both ~~PARTIES~~Parties, and that all actions of the PROGRAM ADMINISTRATOR shall be for the specific benefit of the NCCSIF and their PROGRAMS as a whole.

## XXI. OBLIGATIONS OF NCCSIF

NCCSIF will reasonably cooperate with the PROGRAM ADMINISTRATOR in the performance of the PROGRAM ADMINISTRATOR's brokerage, risk management and program administration duties by providing the PROGRAM ADMINISTRATOR where available reasonably complete and accurate information as to NCCSIF's loss experience risk exposures and any other pertinent information that the PROGRAM ADMINISTRATOR requests. NCCSIF shall promptly review coverage documents concerning the PROGRAMS delivered by the PROGRAM ADMINISTRATOR for consistency with NCCSIF's specifications. NCCSIF ~~shall~~may designate one or more officers or committees of NCCSIF to receive and provide significant intervening substantive review, and independently evaluate any and all recommendations or proposals made to NCCSIF by the PROGRAM ADMINISTRATOR which are significant, substantive in nature and under which any material benefit shall accrue to the PROGRAM ADMINISTRATOR or the PROGRAM ADMINISTRATOR's affiliates ~~a Material Financial Impact~~, under the terms of this AGREEMENT. Such committees shall then provide their own recommendations concerning such matters to the Board of Directors of NCCSIF, having ultimate decision making authority on such matters. NCCSIF instructs PROGRAM ADMINISTRATOR to process information provided hereunder for the purpose of performing SERVICES and in accordance with Addendum C.

## XXII. RELATIONSHIP OF THE PARTIES

At all times and for all purposes, the relationship between the PARTIES is intended to be that of independent contractors and there is no intent to create a joint venture relationship, and any person representing PROGRAM ADMINISTRATOR, shall be an independent contractor to NCCSIF, and the AGREEMENT shall not in any way be construed as a contract of employment between NCCSIF and PROGRAM ADMINISTRATOR's agents. In addition, the PARTIES Agree that, except as otherwise provided herein, NCCSIF shall not be obligated for any expense incurred by PROGRAM ADMINISTRATOR in

rendering SERVICEServices, or by engaging in any other transaction or conduct arising out of this AGREEMENT.

### **XXIII. OWNERSHIP OF BOOKS AND RECORDS**

The PARTIES shall each maintain normal business records related to all business generated under this AGREEMENT. Upon reasonable request, and subject to the confidentiality provisions set forth herein, the PARTIES may each obtain from the other copies of all policyholder documents, including but not limited to policies, binders, certificates, endorsements, underwriting data, loss data, and other statistical information in the other's possession, custody, or control with respect to all business generated under this AGREEMENT.

### **XXIV. NON-SOLICITATION**

PROGRAM ADMINISTRATOR agrees that, during the Term of this AGREEMENT, PROGRAM ADMINISTRATOR's personnel shall not purposely solicit NCCSIF Members from PROGRAMS or lines of coverage, on which they work or have worked. NCCSIF understands and agrees that PROGRAM ADMINISTRATOR has offices, staff, clients, and prospects nationwide, and nothing in this paragraph shall restrict it from responding to any Request for Proposal with notice to NCCSIF, or from otherwise providing services or products when asked by a NCCSIF Member after receiving permission from NCCSIF. In addition, this paragraph shall not prohibit PROGRAM ADMINISTRATOR from engaging in general advertising, or marketing campaigns. Nothing in this paragraph shall be applied in a manner that violates any applicable state or federal law or regulation.

### **XXV. DISASTER RECOVERY; CONTINUITY**

PROGRAM ADMINISTRATOR agrees that it has a Disaster Recovery Plan in place that is intended to secure, and if necessary, restore information, physical and electronic data, affected by a security breach, force majeure or natural Disaster. In addition, PROGRAM ADMINISTRATOR will make commercially reasonable efforts to ensure that, at all times, it has a sufficient number of trained personnel on hand to meet its obligations under this AGREEMENT, including in the event of a force majeure, natural disaster, or pandemic.

### **XXVI. COST AND ATTORNEY FEES**

The prevailing PARTY in any action brought to enforce the terms of this AGREEMENT or arising out of this AGREEMENT may recover its reasonable costs and attorney's fees incurred in connection with such action from the other PARTY to such action (as used herein "prevailing PARTY" means: (i) in the case of the PARTY initiating the enforcement of rights or remedies, that it recovered substantially all of its claims: and, (ii) in the case of the PARTY defending against such enforcement, that it successfully defended substantially all of the claims made against it)..

## XXVII. GENERAL

- A. **ASSIGNMENT.** Neither PARTY shall assign this AGREEMENT in whole or in part without the prior written consent of the other PARTY.
- B. **NOTICES.** All notices hereunder shall be given in writing and mailed, postage prepaid, by certified mail, addressed as follows:

<b>To NCCSIF:</b> President, Board of Directors Northern California Cities Self Insurance Fund AT THE OFFICE ADDRESS OF CURRENT PRESIDENT	<b>To PROGRAM ADMINISTRATOR:</b> Alliant Insurance Services, Inc. 2180 Harvard Street, Suite 460 Sacramento, CA 95815 Attn: Marcus Beverly  With a copy to: Alliant Insurance Services, Inc. 701 B. Street, 6 <sup>th</sup> Floor San Diego, CA 92101 Attn: Chief Legal Counsel
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## XXVIII. PERFORMANCE MEASURES

The PROGRAM ADMINISTRATOR agrees to be evaluated by performance measures as developed with the Executive Committee.

IN WITNESS WHEREOF, NCCSIF and PROGRAM ADMINISTRATOR have hereby executed this AGREEMENT on this \_\_\_\_ day of 201920.

**NORTHERN CALIFORNIA CITIES SELF INSURANCE  
FUND**

By: \_\_\_\_\_  
President

**ALLIANT INSURANCE SERVICES, INC.**

By: \_\_\_\_\_  
~~Daniel Michael Simmons~~ Daniel Howell,  
~~Managing Vice Chairman~~ Managing Director —

Public Entity

|

## **ADDENDUM A**

### **Programs and Coverages**

PROGRAM ADMINISTRATOR agrees to provide SERVICES to the following PROGRAMS of NCCSIF:

1. Workers' Compensation Program;
2. Liability Program; and
3. Other lines of coverage and excess insurance purchased by NCCSIF and Member Cities.

It is understood and agreed that NCCSIF may obtain additional services from PROGRAM ADMINISTRATOR for additional PROGRAMS. NCCSIF and PROGRAM ADMINISTRATOR shall agree in writing to the Scope of Services and compensation in advance of PROGRAM ADMINISTRATOR's performance of additional SERVICES.

## ADDENDUM B

### Account Service Team

~~Peer Vice Chairman—~~  
~~PE~~ Peer Review

~~Conor Boughey~~ Boughey ~~Mike~~  
~~Simmons~~\*

~~Program Vice~~  
~~President~~ Program Manager

Marcus Beverly\*

Account Executive Lead

Evan Washburn

Assistant Account Manager

Jenna Wirkner ~~Rayehelle~~  
~~Maranan~~

Claims Specialist

Diana Walizada, Bob Frey

\* Denotes KEY Personnel



## ADDENDUM C

## Data Processing Addendum

This Data Processing Addendum (together with the Exhibit, Attachment and Appendices, the “**Addendum**” or “**DPA**”) forms part of the Agreement, including all attachments, exhibits, and appendices (“**Agreement**”) entered into between Northern California Cities Self Insurance Fund (“**Customer**”) and Alliant Insurance Services, Inc. (“**Alliant**” or “**Service Provider**”). This Addendum reflects the Parties’ agreement with regard to Service Provider’s Processing of Personal Data (defined below) in connection with providing Services described in the Agreement. In the event of a conflict, the terms and conditions of this Addendum will prevail. Capitalized terms shall have the meaning given them in the Agreement, in this DPA, and in the Data Protection Laws, as applicable.

Customer and Service Provider agree as follows:

1. **DEFINITIONS.** The following terms, including any derivatives thereof, will have the meanings set forth below.
  - 1.1. “**Data Protection Laws**” means any laws that apply to the Processing of data by Service Provider under the Agreement.
  - 1.2. “**Data Subject**” means any living identified or identifiable natural person to which Personal Data relates or identifies.
  - 1.3. “**Data Subject Request**” means a request to access, correct, amend, transfer, rectify, restrict, limit use, opt out of sale or sharing or other processing, or delete a Data Subject’s Personal Data consistent with that person’s rights under Data Protection Laws.
  - 1.4. “**De-Identified Data**” means information that cannot reasonably be used to Infer information about, or otherwise be linked to, a particular consumer, provided that the business that possesses the information:
    - 1.4.1. Takes reasonable measures to ensure that the information cannot be associated with a Data Subject or household;
    - 1.4.2. Publicly commits to maintain and use the information in deidentified form and not to attempt to reidentify the information, except that the business may attempt to reidentify the information solely for the purpose of determining whether its deidentification processes satisfy the requirements of this definition; and
    - 1.4.3. Contractually obligates any recipients of the information to comply with all of the requirements of this definition.
  - 1.5. “**Personal Data**,” “**Personal Information**,” means Customer information Processed by Service Provider under the Agreement that is linked, reasonably linkable, or relates to an identified or identifiable natural person. Both Personal Data and Personal Information are referred to in this Addendum as “**Personal Data**.”
  - 1.6. “**Process**” or “**Processing**” means any operation or set of operations performed on Personal Data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, modification, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, sale, analysis, alignment or combination, restriction, erasure or destruction.
  - 1.7. “**Sell**” has the meaning as set forth in the Data Protection Laws.
  - 1.8. “**Service Provider**” means Alliant Insurance Services, Inc., including its affiliates and subsidiaries.
  - 1.9. “**Services**” will have the same meaning provided under the Agreement.

**1.10. "Share"** has the meaning as set forth in the Data Protection Laws.

**1.11. "Subprocessor"** means a subcontractor engaged by Service Provider or its affiliates to Process Customer Personal Data as part of the performance of the Services.

## **2. PROCESSING OF PERSONAL DATA**

**2.1. Processing of Personal Data.** Service Provider will only Process (including but not limited to Sale, Sharing, or Disclosure) Customer Personal Data for the purposes of providing the Services specified in the Agreement.

**2.1.1.** Service Provider will not Sell or Share Customer Personal Data, nor will it retain, use, or disclose Customer Personal Data for any purpose other than for the specific business purpose of performing the Services specified in the Agreement. Service Provider will not Process Customer Personal Data outside the direct business relationship between Customer and Service Provider, including retaining, using, or disclosing Customer Personal Data for a commercial purpose other than providing the Services specified in the Agreement or as required by law.

**2.1.2.** The details of the Processing of Personal Data pursuant to the Agreement are set forth in Exhibit A to this DPA.

**2.1.3.** Service Provider shall not combine Customer Personal Data received from Customer with any other information Service Provider receives from or on behalf of another person or business or which it collects from its own interactions with Data Subjects.

**2.1.4.** Service Provider shall Process Personal Data under the Agreement in compliance with Data Protection Laws, including providing the same level of privacy protection required by Data Protection Laws. Service Provider will notify Customer if Service Provider determines it or its Subprocessor(s) cannot meet its obligations under the Data Protection Laws, in which case Customer may, upon thirty (30) days' notice, take reasonable and appropriate steps to stop and remediate unauthorized Processing of Personal Data.

**2.2. Data Subject Requests.** Service Provider shall inform Customer if it receives a request from a Data Subject to exercise their rights under Data Protection Laws. Service Provider will provide such assistance, including taking any appropriate technical and organizational measures, as Customer requests to help Customer fulfill its obligations under Data Protection Laws to respond to Data Subject Requests.

**2.3. Disclosure.** Service Provider shall inform its personnel engaged in the Processing of Customer Personal Data of the confidential nature of the Customer Personal Data and ensure that they are subject to binding confidentiality obligations.

**2.4. Confidentiality.** Service Provider will ensure that all employees are subject to binding confidentiality obligations.

**2.5. De-identified Data.** Service Provider shall be responsible for its compliance with all laws regarding data that cannot reasonably identify, be related to, describe, be capable of being associated with or be linked directly or indirectly to a Data Subject.

**2.5.1.** To the extent Service Provider Processes De-Identified Data under the Agreement, Service Provider:

2.5.1.1. Will not attempt to associate De-Identified Data with an individual;

2.5.1.2. Will not attempt to re-identify De-Identified Data;

2.5.1.3. Will maintain and use De-Identified Data only in a de-identified fashion; and

2.5.1.4. Will not use De-Identified Data to infer information about, or otherwise link to, an identified or identifiable individual or a device linked to such an individual.

3. **AUDITS.** Customer may audit Service Provider's compliance with its obligations under this DPA and Data Protection Laws, including but not limited to ongoing manual reviews, automated scans, regular assessments, audits, or other technical and operational testing at least once every 12 months.
4. **SECURITY MEASURES.** Service Provider shall, in relation to the Customer Personal Data, implement appropriate technical and organizational measures to ensure a level of security appropriate to the risk.
5. **SUBPROCESSORS.** Service Provider will ensure that any Subprocessor that has access to Customer Personal Data enters into a written agreement obligating the Subprocessor to comply with terms that are at least as restrictive as those imposed on Service Provider under the Data Protection Laws.
6. **ADDITIONAL COMPLIANCE PROVISIONS**
  - 6.1. The Parties each represent and warrant to each other that they have read and understand the requirements of all applicable Data Protection Laws, and will be responsible for their own compliance with them.
    - 6.1.1. Customer shall have the right to take reasonable and appropriate steps to ensure that the Service Provider is using Customer Personal Data in a manner consistent with Service Provider's obligations under this DPA and Data Protection Laws.
    - 6.1.2. Each Party agrees that it is responsible for its own compliance with the requirements of the applicable Data Protection Laws
    - 6.1.3. The Parties agree that where Service Provider processes Personal Data, it functions as a Service Provider and a Processor under the Data Protection Laws.
    - 6.1.4. The disclosure of Customer Personal Data to Service Provider does not constitute a Sale or Sharing under the Data Protection Laws. Notwithstanding anything in the Agreement, the Parties acknowledge and agree that Customer's provision of access to Personal Data is not part of and is explicitly excluded from the exchange of consideration or any other thing of value between the Parties.
7. **CERTIFICATION.** By signing this DPA, Service Provider certifies that it understands the restrictions herein and will comply with them.

## Signature Page Data Processing Addendum

Acceptance of this Agreement is indicated by signature of the parties below.

**Northern California Cities Self Insured Fund**

**Alliant Insurance Services, Inc.**

By: Click or tap here to enter text.

By: Click or tap here to enter text.

Print Name: Click or tap here to enter text.

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap here to enter text.

Date: Click or tap here to enter text.

### **EXHIBIT A – Details of Data Processing**

The details of the Processing to be carried out under the Agreement are as follows:

Nature and Purpose of Processing	As set forth in the Agreement		
Types of Personal Data Processed	<input type="checkbox"/> Abilities/aptitudes <input checked="" type="checkbox"/> Address <input type="checkbox"/> Attitudes <input type="checkbox"/> Background checks <input type="checkbox"/> Bank account number <input checked="" type="checkbox"/> Bank routing number <input type="checkbox"/> Beneficiary information <input type="checkbox"/> Beneficiary number <input type="checkbox"/> Blood pressure <input type="checkbox"/> CCTV footage <input type="checkbox"/> Citizenship Status <input type="checkbox"/> Compensation information <input type="checkbox"/> Credit history <input type="checkbox"/> Criminal history <input checked="" type="checkbox"/> Date of birth <input checked="" type="checkbox"/> Dates of health service <input checked="" type="checkbox"/> Diagnosis <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Disease/disorder <input checked="" type="checkbox"/> Driver's license number <input type="checkbox"/> Education history <input type="checkbox"/> Education records (e.g., transcript) <input checked="" type="checkbox"/> Email address <input type="checkbox"/> Employee ID <input type="checkbox"/> Employment history <input type="checkbox"/> Eye color <input type="checkbox"/> Facial images <input type="checkbox"/> Financial records <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a>	<input type="checkbox"/> Finger or handprint <input type="checkbox"/> Gender/Gender Identity <input type="checkbox"/> Genetic information <input type="checkbox"/> Govt-issued ID number <input type="checkbox"/> Handicapped status <input type="checkbox"/> Health records <input type="checkbox"/> Health status <input checked="" type="checkbox"/> Health symptoms <input checked="" type="checkbox"/> Health treatments <input checked="" type="checkbox"/> Height <input type="checkbox"/> Immigration/VISA <input type="checkbox"/> Insurance information <input type="checkbox"/> Insurance policy numbers <input type="checkbox"/> Intelligence <input type="checkbox"/> Iris/retina scan <input type="checkbox"/> Keystroke patterns <input type="checkbox"/> Marital status <input checked="" type="checkbox"/> Medical claim history <input checked="" type="checkbox"/> Medical conditions <input type="checkbox"/> Medical device identifiers <input type="checkbox"/> Medical photo images/X-Rays <input type="checkbox"/> Medical record number <input type="checkbox"/> Medical test results <input type="checkbox"/> Medication <input type="checkbox"/> Mental health <input checked="" type="checkbox"/> Name <input type="checkbox"/> National ID Card Number <input type="checkbox"/> National origin/race/ethnicity <input checked="" type="checkbox"/> Partial Social Security number	<input type="checkbox"/> Passport number <input type="checkbox"/> Payment card number <input type="checkbox"/> Performance Evaluations <input type="checkbox"/> Philosophical beliefs <input type="checkbox"/> Political party <input type="checkbox"/> Preferences, Trends, Predispositions <input type="checkbox"/> Professional licenses <input type="checkbox"/> Purchase/Service history <input type="checkbox"/> Religion <input type="checkbox"/> Resume <input checked="" type="checkbox"/> Signature <input type="checkbox"/> Sleep patterns <input type="checkbox"/> Social Insurance Number <input checked="" type="checkbox"/> Social Security number <input type="checkbox"/> State ID <input type="checkbox"/> Subscriber number <input type="checkbox"/> Survey responses <input type="checkbox"/> Tax information <input checked="" type="checkbox"/> Telephone number <input type="checkbox"/> Union membership or information <input type="checkbox"/> Vehicle License Plate Number <input type="checkbox"/> Vein patterns <input type="checkbox"/> Veteran/Military Status <input type="checkbox"/> Voice patterns <input type="checkbox"/> Voice recordings <input type="checkbox"/> Weight



BACK TO AGENDA

**Northern California Cities Self Insurance Fund  
Strategic Planning Meeting  
December 14, 2023**

**Agenda Item J.**

**INFORMATION ITEMS**

1. Insurance Requirements in Contracts (IRIC): January 30, 2024
2. Gordon Graham Training: January 25<sup>th</sup>, 2024
3. PARMA Conference, February 20-23, 2024, Indian Wells, California
4. Glossary of Terms
5. NCCSIF Organizational Chart
6. NCCSIF 2023-2024 Meeting Calendar
7. NCCSIF Resource Contact Guide
8. Sedgwick Who's Who in Claims - Liability
9. LWP Claims Solutions Workers' Compensation Contacts
10. NorCal Cities Certificate Request form
11. NorCal Cities Travel Mileage Reimbursement Form



## TRAINING OPPORTUNITY

### Insurance Requirements In Contracts (IRIC)

#### Protect Your Agency from Risks Posed by Contracted Services & Events

**Workshop Description:** Do you really understand the hold harmless and insurance requirements in your agency's contracts? And what about those insurance documents you receive from the contractor's agent? Will they protect you if the contractor causes damages *your agency* may have to pay? Are they worth the hassle?

This workshop will address the following ***contractual risk transfer topics***:

- ***What is it:*** Understand the process of transferring risk from your agency to others, including identifying the risk, specifying the right indemnity and insurance protection, and ensuring compliance.
- ***What to ask for:*** Receive good examples of "Hold Harmless" agreements, learn what they mean, and understand their limitations. Recommended insurance requirements for most types of contracts will be provided and discussed.
- ***Did you get what you requested:*** Learn how to review the documents you receive to tell if they provide the coverage you requested, including Certificates of Insurance and the endorsements that are appropriate and binding.

**Who Should Attend:** Contract Managers, Risk Managers, Legal Counsel, Purchasing Agents and ***anyone who wants to understand risk transfer and insurance requirements in contracts to protect their agency from loss.***

**Speaker:**



Marcus Beverly, CPCU, AIC, ARM-P  
Alliant Insurance Services

#### **TO REGISTER**

<https://alliantinsurance.zoom.us/meeting/register/tJEpde-ggT8vHNEiawD69HhzZ9y80P8EnkSs>

**Tuesday, January 30, 2024, 10:00 a.m. – 11:30 a.m.**

**Questions: Jenna Wirkner**

**Jenna.Wirkner@alliant.com or 916-643-2741**

**NO CHARGE – Sponsored by NCCSIF & SCORE**

# **REGIONAL TRAINING JANUARY 25th 10:00a.m.- noon**

## **Your Black Swan is Someone Else's Grey Rhino**

*by Gordon Graham, Lexipol*

### **Topic Includes:**

In public safety, problems come at us in all directions, too often leading to tragedy. The concepts of the Black Swan and the Grey Rhino help us differentiate between these problems. Black Swans are the “unknown unknowns” that no one sees coming. Grey Rhinos are massive, obvious problems that we fail to acknowledge. As the title of this program points out, one leader's Black Swan can easily be another leader's Grey Rhino.

In this session, Mr. Graham will explain these concepts in more detail and show how they relate to the basic concepts of risk management. Attendees will explore how events that sneak up on organizations and cause tremendous problems have often been experienced by other similarly situated organizations. Mr. Graham will provide strategies for how to more effectively capture and share lessons learned from close calls and tragedies, turning Black Swans into Grey Rhinos that are not only visible, but also stoppable.

### **Date and Time:**

Thursday, January 25<sup>th</sup>, 2024, 10:00a.m. - noon

**Location:** Zoom Webinar

### **Register:**

[https://alliantinsurance.zoom.us/webinar/register/WN\\_rJoBTRooTQCBh92E5X69-A](https://alliantinsurance.zoom.us/webinar/register/WN_rJoBTRooTQCBh92E5X69-A)

**Please reach out to Jenna Wirkner if you have any questions.** (916) 643- 2741 or [Jenna.Wirkner@alliant.com](mailto:Jenna.Wirkner@alliant.com)



### **Presenter:**

#### **Gordon Graham**

Mr. Gordon Graham is a 33-year veteran (now retired) of California law enforcement. In this capacity, he served as a street cop, supervisor, manager, and executive. Mr. Graham was awarded a B.A. in Business from San Francisco State College, a teaching credential from California State University, Long Beach, a master's degree in Safety and Systems Management from the University of Southern California, and a juris doctorate from Western State University. He has taken his background as a cop, risk manager and attorney and is the co-founder of Lexipol, a company designed to standardize public safety practices around America. He has presented to public safety personnel from around the world.





CELEBRATING OUR

50<sup>th</sup>

*Anniversary*

RENAISSANCE INDIAN WELLS RESORT & SPA

Indian Wells, California | February 20-23, 2024



**ATTENDEE BROCHURE**

CELEBRATING OUR

50<sup>th</sup>  
Anniversary



## 50th Conference & Expo

February 20 – 23, 2024

### WELCOME MESSAGE



PARMA was started 50 years ago by a group of visionary public sector risk managers who recognized the benefits and opportunities of collaborating for the good of their respective agencies. Since its founding, PARMA has provided education and networking to thousands of colleagues through

chapter meetings, online education and, of course, our annual conference.

Every PARMA conference is unique, but this year's will be particularly special. After all, you only turn 50 once! We have put together an amazing educational program, networking events that will be dazzling and move you through the decades of PARMA. And along the way we will recognize PARMA's past while celebrating together as we prepare for the future.

Our keynote and closing speakers are renowned Olympic gold medal athletes. Be sure to plan your travel around these two famous speakers as they will share their journey to success. You won't want to miss their presentations.

On behalf of the PARMA Board and our Conference Planning Committee, I hope you have a memorable experience as we commemorate and celebrate a half-century of serving the public agency risk management community.

Jeff Rush, *PARMA President*

### Board of Directors & Conference Planning Committee

#### Officers

Jeff Rush	President
Larry Costello	Vice President
Karen Bianchini	Past President
Paul Zeglovitch	Secretary/Treasurer

#### Directors

Tony Giles	Charles Johnson
Steven Schwarz	Tanesha Welch

#### Planning Committee Staff

Felicia Amenta	Candice Fisher	Jeanette Mason
George Bierly	Janet Hamilton	Alex Mellor
Devora Brainard-DeLong	Kelsey Harper	Shawnee Nishimura
Theresa Bucci	Susan Hastings	Brandi Shores
Lynn Cavalcanti	Anne Hernandez	DeAnna Soria
Susan Colley-Monk	Gabriella Hubbard	Jenny Thompson
Tammy Daniels	Catherine Jones	Carrie Willson
Keith Epstein	Karen Lara	Paul Zeglovitch
	Robert Lowe	

Gloria Peterson	Executive Director
Becky McGuire	Event Manager
Julie Wallner	Exhibits and Sponsorships Manager
Allie Johnson	Membership

### PARMA Identity Statement

PARMA is a professional community of California public agency personnel with responsibility for risk management, and a network of risk management service providers.

### Mission Statement

PARMA is dedicated to the professional development of all California public agency personnel with responsibility for risk management, and to the promotion of risk management as a critical component for public agency fiscal health.

### PARMA Social Media Links



Facebook page:

<https://www.facebook.com/PublicAgencyRiskManagementAssociation/>

LinkedIn: <https://www.linkedin.com/in/parma2762>



Twitter: <https://twitter.com/PARMA2762>

PARMA 2024 Conference Hashtag: Hashtag: #PARMAConf2024

Vimeo: <https://vimeo.com/parmavideos>

Instagram: <https://www.instagram.com/parma2762/>

# HOW TO REGISTER

## Three Ways to Register!

### ONLINE:

[www.PARMA.com](http://www.PARMA.com)

### MAIL TO:

PARMA  
One Capitol Mall, Suite 800  
Sacramento, CA 95814

### FACSIMILE:

(916) 444-7462

## Registration Pricing

REGISTRATION PRICING	MBR EARLY	MBR REGULAR	MBR ONSITE	NONMBR EARLY*	NONMBR REGULAR*	NONMBR ONSITE*
<b>Public Entity Registration – 1st Person</b>	\$449.00	\$549.00	\$649.00	\$619.00	\$719.00	\$819.00
<b>Public Entity Registration – 2nd and Additional Registrations</b>	\$399.00	\$499.00	\$599.00	\$489.00	\$589.00	\$689.00
<b>Associate Registration (Non Public Entity)</b>	\$999.00	\$1,099.00	\$1,199.00	\$1,299.00	\$1,399.00	\$1,499.00
<b>Sponsor Additional Registrations</b>	\$549.00	\$649.00	\$749.00	\$849.00	\$949.00	\$1,049.00
<b>Guest (Includes all meals, events but no education)</b>				\$449.00	\$549.00	\$649.00

### Attendee Pricing for Non-PARMA Members

\*Registration includes a one-year, non-refundable membership (public entity only) to PARMA. Only one person from each company needs to register at the nonmember rate. All others from the same company/entity can use the additional member pricing above.

### Important Deadlines

12/6/2023.....Early Bird Pricing End Date (Register on or Before this Date)

12/7/2023.....Regular Pricing Start Date

2/12/24.....Onsite Registrations Rates Apply

### Refund Policy

Requests for refunds must be received in writing. Cancellations postmarked on or before December 4, 2023 will receive a full refund. Membership dues will not be refunded if registering as a nonmember. Cancellations postmarked after December 4, 2023 will be subject to a \$100.00 service charge. No reimbursement will be given after January 9, 2024 but substitutions will be accepted. Please allow 60 days after the close of the conference for refund processing.

There are no refunds on golf fees or membership dues. In the event PARMA must cancel this conference for any reason, liability is limited to the registration fees paid only. PARMA is not responsible for any other expenses incurred, including travel and accommodation fees.

### Special Needs

If for any reason, you require assistance or special accommodations, please indicate so on the registration form. PARMA conference management will contact you to ensure proper accommodations are made.



## PARMA Social Media Links

Facebook page:

<https://www.facebook.com/PublicAgencyRiskManagementAssociation/>

LinkedIn: <https://www.linkedin.com/in/parma2762>

Twitter: <https://twitter.com/PARMA2762>

PARMA 2024 Conference Hashtag: Hashtag: #PARMAConf2024

Vimeo: <https://vimeo.com/parmavideos>

Instagram: <https://www.instagram.com/parma2762/>



# CONFERENCE LOCATION & ACCOMMODATIONS



## Conference Location

### Renaissance Indian Wells Resort & Spa

44400 Indian Wells Lane, Indian Wells, CA 92210

### Hotel Reservations

Upon completion and payment of your registration, you will receive a confirmation email with details on reserving a hotel room.

### Parking

#### Renaissance

Self-parking \$12.00

Valet parking \$30.00

#### Hyatt Regency

Self-parking \$27.00

Valet parking \$32.00

*Rates are subject to change without notice.*

### Room Rates

Prices do not include room fees and taxes.

**Renaissance Indian Wells**..... \$259.00 / night

Resort Fee of \$5.00 (per room, per day, plus applicable tax) applies for guests which includes: Complimentary wifi, Fitness Classes with professional instructor, Bike rentals and access to tennis and basketball courts.

**Hyatt Regency Indian Wells**.....\$289.00 / night

Resort Fee of \$25.00 (per room, per day, plus applicable tax) applies for guests which includes: Complimentary wifi, access to HyTides waterpark featuring 30 ft. dueling waterslides, a 450 ft. lazy river and children's splash pad, fitness center, (2) bottles of waters per stay, one hour tennis court time per day, 10% off select merchandise at the spa, discounted green fees at Indian Wells Golf Resort, shuttle service to Indian Wells Golf Resort, golf bag storage, outdoor games and activities, seasonal evening live entertainment in Agave Sunset.

### Cancellation & Change Policy:

Cancellation or changes must be made fourteen days prior to arrival. Final day to book hotel is February 2, 2024. However, the guestroom block is subject to sell out prior to this date. PARMA requires a one-night nonrefundable deposit.

## PARMA Social Media Links


 Facebook page:

<https://www.facebook.com/PublicAgencyRiskManagementAssociation/>

 LinkedIn: <https://www.linkedin.com/in/parma2762>

 Twitter: <https://twitter.com/PARMA2762>

PARMA 2024 Conference Hashtag: Hashtag: #PARMAConf2024

 Vimeo: <https://vimeo.com/parmavideos>

 Instagram: <https://www.instagram.com/parma2762/>

## KEYNOTE SPEAKER

### APOLO A. OHNO — OLYMPIC GOLD MEDALIST

February 21, 2024 | 8:30 am – 10:00 am



Apolo claimed his first major speed skating title at age 14—after just six months of training. Over the next decade and a half, he went from kid prodigy to the most decorated US Winter Olympian in history—a title he still holds—earning eight Olympic medals in short-track speed skating across the 2002, 2006, and 2010 Winter Games.



### PARMA Social Media Links


 Facebook page:

<https://www.facebook.com/PublicAgencyRiskManagementAssociation/>

 LinkedIn: <https://www.linkedin.com/in/parma2762>

 Twitter: <https://twitter.com/PARMA2762>







PARMA 2024 Conference Hashtag: Hashtag: #PARMAConf2024

 Vimeo: <https://vimeo.com/parmavideos>

 Instagram: <https://www.instagram.com/parma2762/>

# CONFERENCE AT A GLANCE

## Session Color Codes

 SAFETY/HEALTH	 WORKERS' COMP	 MANAGEMENT
 RISK MANAGEMENT	 LIABILITY	 INSURANCE

### Tuesday, February 20, 2024

1:00 pm-6:00 pm Conference Registration

### Wednesday, February 21, 2024

7:00 am-5:00 pm Conference Registration

7:00 am-8:30 am Continental Breakfast

8:30 am-10:00 am Welcome and Keynote Speaker, Apolo Ohno, Olympic Gold Medalist

10:00 am-10:30 am Networking Break and Dedicated Exhibit Time

10:00 am-5:00 pm Exhibit Hall Open

10:25 am\* Cash Drawings in the Exhibit Hall

10:30 am-12:00 pm

A1 Learn How to Turn Auditors Into Business Partners

A2 Differences in Exposures to Tort Liability of Public Entity Joint Powers Authorities and Insurance Companies CE/MCLE

A3 Top Ten Mistakes Employers Make in Preventing and Responding to Complaints of Harassment CE/MCLE

A4 Contractual Risk Transfer Indemnity & Insurance Requirements

A5 Light Urban Search and Rescue: The Gold Standard for Emergency Response

A6 The Journey! Two Los Angeles City Firefighters Road to Recovery

12:15 pm-1:15 pm PARMA Lunch, Annual Membership Meeting and Sponsor Appreciation

1:15 pm-1:45 pm Networking Dessert Break in the Exhibit Hall

1:40 pm\* Cash Drawings in the Exhibit Hall

2:00 pm-3:00 pm

B1 Industrial Disability Retirement in California: Insights from a Fireside Chat CE/MCLE

B2 Welcome to the Crossroads: FMLA, ADA, LOA & WC CE

B3 The Unintended Consequences of California's 'Revolution' in Police Use of Force Law: AB 392 (Cal. Penal Code §§ 196 and 835a) CE/MCLE

B4 Brief Look at the Evolution of Public Sidewalks (and its Maintenance)

B5 High-Payoff Safety: Saving Lives and Preventing Injuries in the Workplace CE

B6 Your Actuarial Report – Risk Management Financing for Today and Beyond

3:45 pm-5:00 pm Networking Break and Dedicated Exhibit Time

4:00pm-5:00pm

C1 The Hard Market: A Look from Both Sides CE

C2 Biometrics as Biofeedback: Gadgets for a Healthier You

C3 Toto, We're Not in Kansas Anymore – Navigating Dangerous Condition and Inverse Condemnation Cases in a Year of Cyclone Floods CE/MCLE

C4 Risk Management 101

C5 Cal/OSHA Update: A Look Back at 2023 and a Look Toward Possible Concerns for the New Year CE

C6 Workers' Comp Bingo 2023 - Case Law Update CE/MCLE

6:30 pm-9:30 pm PARMA's 50th Anniversary Gala (Black Tie Optional)

## PARMA Social Media Links


 Facebook page:


<https://www.facebook.com/PublicAgencyRiskManagementAssociation/>

 LinkedIn: <https://www.linkedin.com/in/parma2762>

 Twitter: <https://twitter.com/PARMA2762>

PARMA 2024 Conference Hashtag: Hashtag: #PARMAConf2024

 Vimeo: <https://vimeo.com/parmavideos>

 Instagram: <https://www.instagram.com/parma2762/>



# CONFERENCE AT A GLANCE

## Session Color Codes

<span style="background-color: #28a745; color: white; padding: 2px 5px;">SAFETY/HEALTH</span>	<span style="background-color: #6f42c1; color: white; padding: 2px 5px;">WORKERS' COMP</span>	<span style="background-color: #17a2b8; color: white; padding: 2px 5px;">MANAGEMENT</span>
<span style="background-color: #fd7e14; color: white; padding: 2px 5px;">RISK MANAGEMENT</span>	<span style="background-color: #dc3545; color: white; padding: 2px 5px;">LIABILITY</span>	<span style="background-color: #6c757d; color: white; padding: 2px 5px;">INSURANCE</span>

### Thursday, February 22, 2024

7:30 am-4:00 pm	Conference Registration					
7:30 am-8:30 am	Breakfast – Please Sit with Your Chapter Affiliate (not required)					
8:00 am-2:00 pm	Exhibit Hall Open					
8:30 am-9:45 am	D1 Expect the Unexpected – Lessons Learned in Cyber	D2 How Public Agencies Should Deal with Elected Officials Behaving Badly CE/MCLE	D3 Defending Tough Cases: How to Defend Your Public Entity in Sensitive, Difficult and High Profile Cases CE/MCLE	D4 I've Said Too Much! Social Media Policies and Free Speech CE/MCLE	D5 The Only Good Workers' Comp Claim is a Settled Workers' Comp Claim CE/MCLE	D6 Mastering the QME Process: How to Level the Playing Field in California Workers' Compensation CE/MCLE
9:45 am-10:15 am	Networking Break and Dedicated Exhibit Time					
10:10 am*	Cash Drawings in the Exhibit Hall					
10:30 am-11:30 am	E1 Overcoming Excess WC Coverage Challenges CE/MCLE	E2 Stressing Over Stress? Not Me!	E3 Preventing Nuclear Verdicts®: Strategies Every Public Agency and Their Counsel Should Use CE/MCLE	E4 A Risk Control Program that is Just Right: Risk Management and the Goldilocks Effect	E5 50 Years of Ergonomics	E6 The Golden Rules of Early Injured Employee Engagement CE
11:45 am-1:15 pm	Lunch in Exhibit Hall					
1:00 pm*	Cash Drawings and Exhibitor Prize Drawings in the Exhibit Hall					
1:15 pm-2:15 pm	F1 Cyber Crime and Phishing Encounters: It Happens to the Best of Us	F2 The Wide World of Well-Being	F3 Responding to Government Claims; Getting it Right and Why it Matters CE	F4 Out Front Ideas - Issues to Watch in 2024	F5 History Repeats Itself. It has to. No One Listens CE	F6 Golden Nuggets of Workers' Compensation CE
2:15 pm-2:30 pm	Refreshment Break					
2:45 pm-3:45 pm	G1 The Future of Public Agency Risk Management	G2 Making the Most of Your 5-Minutes of Fame: How to Obtain Settlement Authority from City Council or the School Board During Closed Session Meetings	G3 Everything Old Is New Again - Practical Defenses For Revived Childhood Sexual Abuse Claims CE/MCLE	G4 Lessons Learned in the Aftermath of an Active Shooter	G5 Key Elements To An Emergency Communication & Response Plan CE	G6 Power of Influence Over Claim Outcomes
8:00 pm-11:30 pm	PARMA Through the Decades Party					

### Friday, February 23, 2024

8:00 am-8:45 am	Continental Breakfast		
8:45 am-10:15 am	H1 Schools Roundtable	H2 Pain Points: Four Banes of our Existence and Creative Claims Solutions to Lessen Your Stress CE/MCLE	H3 Your Officer Is Charged with Murder. Now What? Discussing the Intersection of Criminal, Civil, and Administrative Investigations CE/MCLE
10:15 am-10:30 am	Refreshment Break		
10:30 am-11:45 am	Closing Speaker, Mike Eruzione, Olympic Gold Medalist		

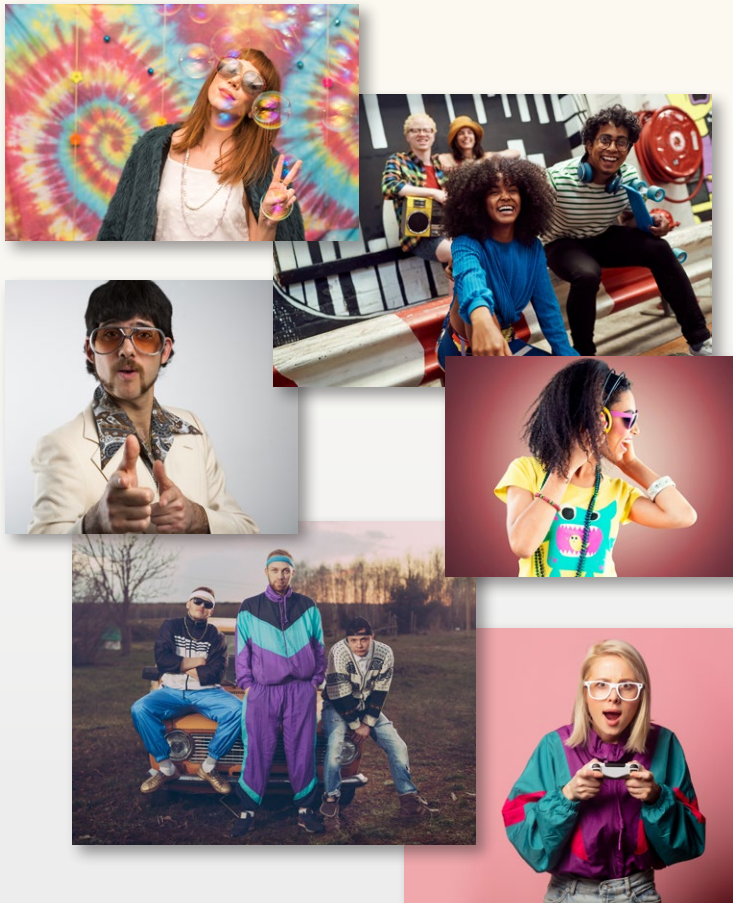
## SPECIAL EVENTS

### PARMA's 50th Anniversary Gala

**Wednesday, February 21, 2024 (Black-tie Optional)**

**Hyatt Regency Indian Wells Resort and Spa  
4600 Indian Wells Lane, Indian Wells, CA 92210**

We invite you to join us for PARMA's 50th Anniversary Gala. The black-tie optional Gala is your time to dress up to enjoy dinner, awards, entertainment, and event-to-remember surprises that you won't want to miss! The Gala will be a time to reflect on our last 50 years of service to the risk management community, show appreciation to those who have helped us reach this incredible milestone, and toast to PARMA's bright future.



### PARMA Through the Decades

**Thursday, February 22, 2024**

**Renaissance Esmeralda Resort & Spa**

For 50 years, PARMA has been elevating risk management and serving our community—and we are throwing a party to celebrate! PARMA Through the Decades will be on Thursday, February 24<sup>th</sup>, and we invite you to join us for an evening with flair.

Are you missing bell bottoms and platform shoes and have an urge to wear them again? Or you might be the parachute pants or preppy wearing kind of person and missing those bright colors.

You may opt for the 90's edgy pieces like leather jackets, chokers, combat boots, and ripped jeans. The 2010s were defined by hipster fashion, athleisure, a revival of austerity-era period pieces and alternative fashions, and swag-inspired outfits.

Whatever your preference, let's celebrate PARMA through the decades in style. Wear your favorite decade clothing while we dance the night away!



# PARMA 2024 CONFERENCE SESSIONS

**Wednesday, February 21, 2024**

**10:30 am-12:00 pm**

## **A1 Learn How to Turn Auditors into Business Partners**

**Focus:** Workers' Comp **Level:** Beginner

The audit process can be complex and invoke many emotions. However, there is significant value that can be gained from a productive partnership with auditors. This session will explore how to turn auditors into business partners, maximizing the value they bring to your organization. This includes discussing the challenges in building a productive relationship between auditors and business teams. We will also delve into key strategies and tools that can be used to overcome these challenges and foster a strong partnership. This includes understanding the auditor's perspective, communicating effectively, and identifying shared goals and objectives. We will also explore how to leverage technology to improve collaboration and efficiency between auditors and business teams. Finally, we will discuss how to respond to the audit and review post-audit best practices. By the end of the session, you will have a better understanding of the audit process and how to build productive relationships with auditors so you can embrace the value of audits and use them as tools for driving continuous improvement in your organization.

**Speakers:** Scotty Benton, Sedgwick; Dawn Watkins, Los Angeles Unified School District; Bill Zachry, CompSense

## **A2 Differences in Exposures to Tort Liability of Public Entity Joint Powers Authorities and Insurance Companies** **CE/MCLE**

**Focus:** Insurance **Level:** Intermediate

Although risk pooling agreements entered into between joint powers authorities and their members are not considered policies of insurance, they have similar features and are entered into for similar purposes. However, there are key differences in the exposures to tort liability of joint powers authorities providing risk financing pursuant to MOCs and insurance companies providing insurance. The imposition of potential tort liability on a public entity joint powers authority for bad faith and, if so, in what circumstances, are debatable questions.

Also, apart from the issue of whether a joint powers authority can be liable for common law bad faith, there is the separate question of whether a joint powers authority can be liable for failing to accept a policy limits demand. Such demands are a common tool of plaintiff's counsel. New legislation effective January 1, 2023, puts certain restrictions on such demands when made to insurers before litigation, but not after. The session will explore new legislation and whether it applies to pre-suit settlement demands made upon a public entity joint powers authority risk pool. This session will also explore the options for responding to policy limits demands made both before litigation commences and while litigation is pending to which the new legislation does not apply.

**Speakers:** Robert Kretzmer, Self-Insured Schools of California; Leif Knutson, McCormick Barstow LLP

## **A3 Top Ten Mistakes Employers Make in Preventing and Responding to Complaints of Harassment**

**CE/MCLE**

**Focus:** Liability **Level:** Intermediate

We all make mistakes, and while there is a benefit in learning from one's mistakes, most of us can agree that we would rather never make them in the first place. When it comes to harassment, those mistakes can be costly, disruptive, and have lasting effects on the workplace. In this session, we will discuss the top ten mistakes that public employers make in their efforts to prevent and respond to harassment. Topics will include challenges created when employers fail to properly identify and respond to complaints; common challenges created by out-of-date and poorly drafted policies; consequences of not establishing a positive and inclusive workplace; the failure of focusing solely on regulatory training; and the issues created when an investigation is not properly concluded. In learning from these mistakes, we will focus on the best practices agencies should employ to improve the agency's prevention of and response to workplace harassment.

**Speaker:** Kelly Trainer Policky, California Joint Powers Insurance Authority

## **A4 Contractual Risk Transfer Indemnity & Insurance Requirements**

**Focus:** Risk Management **Level:** Intermediate

The speaker will provide a comprehensive examination of Contractual Risk Transfer Indemnity & Insurance Requirements. The session will provide engaging personal interaction for practical application of the material for attendees. The speaker will share overarching principles as well as detailed boilerplate language to avoid uncovered surprises. Detailed reference material will be included with the workshop training handout.

**Speaker:** Robert Marshburn, Certified Risk Managers LLC

## **A5 Light Urban Search and Rescue: The Gold Standard for Emergency Response**

**Focus:** Safety **Level:** Beginner

Attendees will learn the latest strategies for evacuation, victim care, and search/rescue techniques that can and should be performed by in-house personnel following a large-scale earthquake. The focus of the session will be the school environment, but the information can apply to any public agency.

**Speaker:** Captain Wayne Bennett, Disaster Survival Skills

## **A6 The Journey! Two Los Angeles City Firefighters Road to Recovery**

**Focus:** Workers' Comp **Level:** General Interest

In this session, you will hear the stories of two LA City Firefighters who suffered catastrophic injuries while on duty. We will walk through their workers' compensation claims successes, obstacles, barriers, and challenges.

**Speakers:** Tyrone Spears, City of Los Angeles; Victor Aguirre, LA City Fire Department; Derek Behling, LA City Fire Department

# PARMA 2024 CONFERENCE SESSIONS

## Wednesday, February 21, 2024

2:00 pm-3:00 pm

### **B1 Industrial Disability Retirement in California: Insights from a Fireside Chat**

CE/MCLE

**Focus:** Workers' Comp **Level:** Intermediate

Join us for an interactive fireside chat that will provide you with valuable insights into Industrial Disability Retirement (IDR) claims in California. Our expert panelists will offer their perspectives on what IDR claims are, the new requirements issued by CalPERS as of March 2023, and the monetary liabilities that these claims can create for public agencies. Our panelists will also share their experiences and offer practical advice on how to navigate the IDR process in California, including what happens behind the scenes in the IDR process from the perspective of a risk manager. Additionally, we will explore the impact that the cultures of peace officers and firefighting agencies can have on the IDR process.

Whether you are new to IDR claims or looking to deepen your understanding, this is the perfect opportunity to gain valuable insights and knowledge from industry experts, and to engage in a lively discussion with our distinguished panel.

**Speakers:** Dave Thomas, Hanna Brophy; Teresa McGinity, Hanna Brophy; Jena Covey, City of Bakersfield; Jiles Smith, JS Risk Consulting

### **B2 Welcome to the Crossroads: FMLA, ADA, LOA & WC**

CE

**Focus:** Workers' Comp **Level:** Intermediate

As workplace laws become increasingly complex, public entities are finding more ways to be creative and work together for the betterment of their organizations. Integrated programs are being discussed more frequently, and in some cases, various program components or full-scale programs are being implemented. How can organizational professionals successfully achieve compliance with the overlapping and ever-complex employment laws related to disability, leave of absence, workers' compensation, and accommodation? With the many nuances of federal laws like the ADA and FMLA and changing state mandates, public entities should plan strategically to smoothly navigate rules and regulations and protect against compliance fines, penalties, and lawsuits. We will discuss trends and answer questions to help make sense of leave of absence and accommodation laws, and share tried and true practices to help overcome challenges and implement valuable strategies.

**Speakers:** Bryon Bass, Sedgwick; Dawn Watkins, Los Angeles Unified School District

### **B3 The Unintended Consequences of California's 'Revolution' in Police Use of Force Law: AB 392 (Cal. Penal Code §§ 196 and 835a)**

CE/MCLE

**Focus:** Liability **Level:** Intermediate

During this session, the speaker will address police use of force law in California BEFORE AB 392 – California's Adoption of The Graham/Garner Standard. He will also review the legislative history of AB 392AB 392 – The final statutory language and its media hype;

actual substantive changes resulting from AB 392and unintended consequences: The debate over the scope of GBI.

**Speaker:** Tony Sain, Esq., Lewis Brisbois Bisgaard & Smith, LLP

### **B4 Brief Look at the Evolution of Public Sidewalks (and its Maintenance)**

**Focus:** Risk Management **Level:** Beginner

We begin with the origins and needs of sidewalks, and how they evolved into modern sidewalks. We then explain the five main purposes of a sidewalk and move into the challenges with funding and prioritization of sidewalks, especially in rural communities. We touch on the development of pedestrian master plans and the responsibility of maintenance, specifically California streets and highway code. We transition into how the Americans with Disabilities Act is a major part of sidewalk maintenance, and conclude with the types of repairs for sidewalks, partnerships with risk management authorities, and preferred methods of repair and asset management.

**Speakers:** Carl Valdez, Precision Concrete Cutting, Northern California; Joseph Ortega, Precision Concrete Cutting, Northern California

### **B5 High-Payoff Safety: Saving Lives and Preventing Injuries in the Workplace**

CE

**Focus:** Safety **Level:** Intermediate

High-Payoff Safety (HPS) is a winning workplace safety model offering the highest potential to save lives, prevent injuries, and protect organizations from harm. HPS is designed to take advantage of an organization's unique strengths and culture. Highlights of the program include: Transitioning to a value-driven safety model that includes Choice commitment, and command; Moving people to make every effort to protect fellow workers; Creating a sustainable organization-wide safety strategy to help create a greater sense of purpose; Improving safety strategies Developing safety as a visible, viable, and lasting program.

**Speaker:** Steve Thompson, Aspen Risk Management Group, a TRISTAR Company

### **B6 Your Actuarial Report – Risk Management Financing for Today and Beyond**

**Focus:** Insurance **Level:** Beginner

If you ever wondered how to get the most out of your actuarial report beyond just utilizing the report to check the box on your to-do list, then this session is for you! Learn directly from a professional who not only prepares that report but tailors the output to meet the risk financing objectives of entities. In addition, learn from a financial SME who explains how the report is valuable not just for your next year's plan, but strategic planning for the future as well.

**Speakers:** Nina Gau, Bickmore Actuarial; Heather Thomson, HT CPA Services

# PARMA 2024 CONFERENCE SESSIONS

**Wednesday, February 21, 2024**

**3:45 pm-5:00 pm**

## **C1 The Hard Market: A Look from Both Sides**

**CE**

**Focus:** Insurance      **Level:** Intermediate

An insurance executive and a risk pool manager will engage in an interactive discussion of the current hard market and its impacts on both insureds and insurers. The insurance manager will discuss the perspective of the carriers and their underwriting practices. She will discuss what insurance companies are looking for when they evaluate an insured for coverage. The risk pool manager will share the insured's point of view and the challenges that insureds face. Together, they will discuss what makes a strong submission and how to best navigate the insurance procurement and renewal process. The conversation will include risk management activities, data collection, communication, and partnership. Insurers and insureds need each other to succeed, and this session will try to help both in this process.

**Speakers:** Lauren Tredinnick, Munich Re Specialty Insurance; Tony Giles, California Joint Powers Risk Management Authority

## **C2 Biometrics as Biofeedback: Gadgets for a Healthier You**

**Focus:** Safety/Health      **Level:** Beginner

Join naturopathic physician, Dr. Kristen Acesta, as we discuss the latest in biometrics (heart rate monitors, glucose meters, etc.) as they relate to biofeedback, which is our ability to foster awareness around our physical state of being, particularly as it relates to stress management, sleep, and weight management.

**Speaker:** Dr. Kristen Acesta, Mission Health & Wellness, Naturopathic Specialty Care

## **C3 Toto, We're Not in Kansas Anymore – Navigating Dangerous Condition and Inverse Condemnation Cases in a Year of Cyclone Floods**

**CE/MCLE**

**Focus:** Liability      **Level:** Intermediate

Inverse condemnation and dangerous condition claims in an era of historic flooding, atmospheric river storms, and falling trees; dangerous condition of public property from start to finish: training Public Works and other employees, pre-litigation and claim stage investigation, strategic motion practice and the CCP § 1038/Motion for Summary Judgment threat; Mastering government immunities at different stages of litigation, with focus on natural condition immunity (Gov. Code § 831.2), design immunity (Gov. Code § 830.6), trail immunity (Gov. Code § 831.4), hazardous recreational activity immunity (Gov. Code § 831.7), reasonable acts and omissions immunity (Gov. Code § 835.4), and inspection immunity (Gov. Code § 818.6) Discussion of recent case law developments to understand key concepts.

**Speakers:** Richard Osman, Bertrand Fox Elliot Osman & Wenzel; Michael Wenzel, Bertrand Fox Elliot Osman & Wenzel; Amy Halby, Bertrand Fox Elliot Osman & Wenzel



## **C4 Risk Management 101**

**Focus:** Risk Management      **Level:** Beginner

This training session will provide an overview of the risk management process and how it applies to your organization. You will learn how to demonstrate the value of risk management to gain buy-in and receive simple and practical recommendations for implementing risk management practices.

We will also cover other topics such as: Cost of risk and allocation; Enterprise risk management; Identifying and prioritizing risks; Risk control techniques and risk management communication.

Participants will leave with tools for applying risk management in their professional and personal lives.

**Speaker:** Marcus Beverly, CPCU, AIC, ARM-P, Alliant Insurance Services, Inc.

## **C5 Cal/OSHA Update: A Look Back at 2023 and a Look Toward Possible Concerns for the New Year**

**CE**

**Focus:** Safety      **Level:** General Interest

This will be our annual review of Cal/OSHA changes with an emphasis on how that affects the appeals process.

**Speakers:** Lisa Prince, The Prince Firm; Lisa Baiocchi, The Prince Firm

## **C6 Workers' Comp Bingo 2023 – Case Law Update**

**CE/MCLE**

**Focus:** Workers' Comp      **Level:** Intermediate

This is the 24th annual presentation of Workers' Comp Bingo at the annual PARMA conference, with all new cases, new laws, and new fun and trivia. In honor of PARMA's 50th-anniversary conference, we will bring back a few of the classic past Comp Bingo questions, trivia, and lightning rounds.

**Speakers:** Keith Epstein, Hanna Brophy; Ruben Pineda, Hanna Brophy



# PARMA 2024 CONFERENCE SESSIONS

**Thursday, February 22, 2024**

**8:30 am-9:45 am**

## **D1 Expect the Unexpected – Lessons Learned in Cyber**

**Focus:** Insurance **Level:** Intermediate

Join us to hear experts' perspectives on what to expect when your agency has experienced a cyber breach or ransom attack, with insight into what the dark web looks like. Learn lessons from prior incidents and how you should expect cyber forensics experts, cyber breach coaches, and your insurance broker/consultant to work in a concerted effort to minimize damages.

**Speakers:** Shawnee Nishimura, CSRM, Keenan; John Loyal, Cipriani & Werner; Bill Hardin, Charles Rivers Associates; Kiley Heath, Mendocino County Office of Education

## **D2 How Public Agencies Should Deal with Elected Officials Behaving Badly**

**CE/MCLE**

**Focus:** Leadership **Level:** Advanced

Public entities are trained and experienced in managing and disciplining employees. Far different and more challenging issues arise when an elected official is accused or suspected of having engaged in misconduct in office, or even just the gadfly elected official skewering the public entity or elected colleagues. This session is designed to identify and explore the legal and ethical issues that arise in these situations.

The session will include the recent U.S. Supreme Court decision *Houston Community College District v. Wilson*, involving a First Amendment challenge to a public body's censure of a fellow elected representative. We will discuss the rights of the elected official as well as certain limitations on a public agency's ability to exclude from office, meetings, or discipline of an elected official. We will conclude with discussion of best practices for conducting investigations, and what remedies exist for the public entity to limit agency liability to the elected official and/or those impacted by the official's misconduct.

**Speakers:** Peter Glaessner, Esq., Allen Glaessner Hazelwood Werth; Janet Hamilton, City of Livermore; Richard Whitmore, Liebert Cassidy & Whitmore

## **D3 Defending Tough Cases: How to Defend Your Public Entity in Sensitive, Difficult and High-Profile Cases**

**CE/MCLE**

**Focus:** Liability **Level:** Advanced

This session will discuss strategies for defending sensitive and significant cases, including high value cases and cases which might have public and media attention. The session will discuss the best methods to investigate claims that may be litigated, in ways to best protect the investigations from disclosure. The session will analyze how to communicate with the public and press in the way that can best minimize being used against the entity at trial, discovery of social media posting in cases, strategies for responding to CPRA requests and discovery during the litigation. A discussion of the best way to combat the plaintiff "Reptile" theory arguments, as well as the best approaches to defend difficult sex abuse, major injury, civil rights abuses and employment cases, will be presented, along with current legal defenses and effective strategies for the public entity facing serious litigation in the public eye.

**Speaker:** Anthony DeMaria, DeMaria Law Firm

## **D4 I've Said Too Much! Social Media Policies and Free Speech**

**CE/MCLE**

**Focus:** Risk Management **Level:** Intermediate

Recent court decisions have reset the lawful parameters of social media policies and the First Amendment rights of public employees. The complicated social and political times that we live in have resulted in an explosion of social media communications from public employees that can conflict with the mission and image of the employing public agency. How broadly can a public agency control social media speech from its employees and when can a public agency discipline an employee for engaging in speech online? This cutting-edge training will provide the foundation for addressing this rapidly growing reality.

**Speaker:** Mark Meyerhoff, Liebert Cassidy Whitmore

## **D5 The Only Good Workers' Comp Claim is a Settled Workers' Comp Claim**

**CE/MCLE**

**Focus:** Workers' Comp **Level:** Intermediate

This dynamic panel discussion with employers, applicants, and defense attorneys will consider settlement with continuing employees by Compromise and Release and Stipulated Awards. We will discuss how employees view settlements, and employers explain their process for settlement analysis and value.

Pertinent legal considerations will be presented. Strategies for how to "get the deal done" will be presented.

**Speakers:** Anne Hernandez, Mullen and Filippi; Adam Dombchik, Gordon, Edelstein, Krepack, Grant, Felton and Goldstein, LLP; Tamie Maynard, Kaiser Permanente; Bev Jensen, City of Lodi

## **D6 Mastering the QME Process: How to Level the Playing Field in California Workers' Compensation**

**CE/MCLE**

**Focus:** Workers' Comp **Level:** Beginner

Are you struggling with the med-legal process and panel specialty selection in workers' compensation cases? Join us for an informative session that will provide you with the strategies and procedures you need to master this complex process.

During this session, our expert panelists will discuss the strategy behind panel specialty selection when initiating the med-legal process, as well as the appropriate procedures to follow to ensure a successful outcome. We will explore the nuances of panel specialty selection and how it can impact the overall case outcome.

In addition, we will examine ways to escape AA panel requests by disputing panel specialty, and the remedies available when disputing AA's initiation of med-legal process. We will share their experiences and offer practical advice on how to effectively navigate these issues.

Do not miss this opportunity to learn from our distinguished panel and get the information you need to make informed decisions regarding panel specialty selection and dispute resolution in workers' compensation cases.

**Speakers:** Melanie Ogren, Hanna Brophy; Elizabeth Barravecchia, Hanna Brophy; Pooya Hajibagheri, Hanna Brophy

# PARMA 2024 CONFERENCE SESSIONS

**Thursday, February 22, 2024**

**10:30 am-11:30 am**

## **E1 Overcoming Excess WC Coverage Challenges** **CE/MCLE**

**Focus:** Insurance      **Level:** Advanced

The session is primarily comprised of detailed hypotheticals which are based on actual coverage disputes litigated by the presenter. These hypotheticals are utilized to bring to life the coverage disputes, recent case law, and coverage principles for the attendees. The hypotheticals will illustrate for the attendees the common "impediments" to reimbursement raised by many excess carriers so they can be anticipated and responded to in order to best posture these large loss claims for maximum reimbursement.

**Speaker:** Al Haverkamp, Haverkamp Law APC

## **E2 Stressing Over Stress? Not Me!**

**Focus:** Leadership      **Level:** General Interest

Are you feeling overwhelmed and stressed out? This is a common theme among busy professionals. There's little discussion about it, and we tend to look the other way, but working in claims is high-stress. Over time, chronic stress creeps in. Chronic stress can be harmful in many ways, so we do everything possible to avoid it. But what if we have been dealing with stress all wrong? This session will address a different perspective to stress and perhaps reboot our mindset about it.

**Speakers:** Angie Jung, ISYS Solutions, Inc./CareerSmart Learning; Herbert Van Patten, II, ISYS Solutions, Inc.

## **E3 Preventing Nuclear Verdicts®: Strategies Every Public Agency and Their Counsel Should Use** **CE/MCLE**

**Focus:** Liability      **Level:** General Interest

Nuclear Verdicts® are on the rise! Plaintiffs' lawyers are fueling the trend of increasingly higher jury verdicts by changing the way they try lawsuits, using tactics to incite juror anger and drive-up damages awards. The defense needs to do something different to get out ahead of plaintiffs' evolving tactics, change the game, and stop Nuclear Verdicts®! In this session, risk management and claims professionals will learn why Nuclear Verdicts® are skyrocketing and will leave with an understanding of the crucial anti-Nuclear Verdicts® methods they can work with their defense counsel to use for stopping runaway jury awards.

**Speaker:** Emily Beck, Tyson & Mendes LLP

## **E4 A Risk Control Program that is Just Right: Risk Management and the Goldilocks Effect**

**Focus:** Risk Management      **Level:** Intermediate

Just like Goldilocks, developing a risk control program for your agency that is just right is a bit of trial and error; but understanding the level of risk services will benefit both the agency and its employees. In this session, we will explore various risk management services models found across California agencies, the hurdles that arise when implementing software solutions, and the benefits that come from developing leading indicators to drive decisions.

**Speakers:** Erike Young, CIRA; Thor Benzing, CSP, CIRA; Shourya Basu, Simple But Needed

## **E5 50 Years of Ergonomics**

**Focus:** Safety/Health      **Level:** General Interest

Join me for a light-hearted, fun look back at how far ergonomics has come in the last 50 years. From the first 'ergonomic' chair to the 'I Love Lucy' candy production line, see the progress made and what the future holds for ergonomics.

**Speaker:** Kathy Espinoza, Retired

## **E6 The Golden Rules of Early Injured Employee Engagement**

**CE**

**Focus:** Workers' Comp      **Level:** Intermediate

The City and County of San Francisco and San Francisco Municipal Transit Agency have put together several key early intervention programs that have helped improve their overall WC loss costs with a focus on the injured employee during the initial onset of their injury through the first 60 days post-injury.

**Speakers:** Christina Delloso, InterMed Cost Containment Services; Julian Robinson, City and County of San Francisco; Jim Radding, San Francisco Municipal Transportation Agency



# PARMA 2024 CONFERENCE SESSIONS

**Thursday, February 22, 2024**

**1:15 pm-2:15 pm**

## **F1 Cyber Crime and Phishing Encounters: It Happens to the Best of Us**

**Focus:** Risk Management    **Level:** Intermediate

Data breaches can have a substantial impact on an organization's operations and balance sheet. There are unique risks that our industry must consider to ensure that the right security measures and best practices to prevent and mitigate losses are implemented. The panel will provide real-life examples of cybercrime and mobile phishing. Email spoofing and strategies that will help prevent or mitigate exposure.

**Speakers:** Agnes Hoeberling, Intercare; Alex Rossi, County of Los Angeles

## **F2 The Wide World of Well-Being**

**Focus:** Leadership    **Level:** Intermediate

In today's fast-paced, ever-changing world, is it possible to stay well? And what does well-being even mean? The challenge to balance work and life never goes away and what used to work for you may not be working anymore. Join us for an uplifting conversation and arm yourself with well-being strategies to take home.

**Speakers:** Tom Kline, Sedgwick; Jana Mowrer, HealthWins and J&J Coaching and Consulting; Jane Danks, Fitness International

## **F3 Responding to Government Claims; Getting it Right and Why it Matters**

**CE**

**Focus:** Liability    **Level:** General Interest

This session will review the California Government Claim process. We will cover the necessary documentation to delegate claim response authority and issues relating to electronic submission. This session will provide practical information for the intake, review, and response to California Government Claims, including best practices for the intake of claims. Additional items to be covered include the difference between returns without action and rejections and the subsequent legal implications of agencies' actions on claims.

A handout will be provided to participants providing step-by-step process suggestions and detailing important legally required language and considerations.

**Speakers:** William Portello, Sedgwick; Susan DeNardo, Sedgwick



## **F4 Out Front Ideas: Issues to Watch in 2024**

**Focus:** Risk Management    **Level:** Intermediate

Issues to Watch has become a PARMA tradition with Kimberly George and Mark Walls highlighting the risk management challenges that public agencies need to be monitoring. This fast-paced session will deliver a wide variety of things to watch. Some of them will be familiar issues such as workplace violence, and nuclear verdicts, while other issues will be emerging topics that many have not considered.

**Speakers:** Mark Walls, Safety National; Kimberly George, Sedgwick

## **F5 History Repeats Itself. It Has To. No One Listens**

**CE**

**Focus:** Safety    **Level:** General Interest

Steve Turner poetically states History repeats itself. It Has To. No One Listens. Safety and emergency planners need to listen, so not to make the same mistakes others have made. Lessons are learned in every disaster and major incident; often they are painful, expensive, and demoralizing experiences. The key to effective and efficient emergency planning is to learn from others' lessons and instill remedies in your institution. This workshop will cover key lessons learned from well-known and not-so-well-known current and historical disasters that should be considered while planning and preparing for campus response and recovery efforts. The workshop will cover considerations that are useful to a variety of institutions, including key points for K-12 and higher education. Participants will have the opportunity to share their own experiences in disaster planning.

**Speaker:** Sherry Colgan Stone, Ed.D., Riverside County Sheriff's Department

## **F6 Golden Nuggets of Workers' Compensation**

**CE**

**Focus:** Workers' Comp    **Level:** Beginner

The presenters will share the basic understanding of the flow of a claim from newly reported to settled. The session will cover AOE/COE, Return to Work, Medical/Legal Reports, and Settlements.

**Speakers:** Susan Hastings, Laughlin, Falbo, Levy; Lynn Cavalcanti, AIMS; Jenny Thompson, County of Fresno



## Thursday, February 22, 2024

2:45 pm-3:45 pm

### G1 The Future of Public Agency Risk Management

**Focus:** Risk Management **Level:** Intermediate

Kimberly and Mark will host this engaging discussion on The Future of Public Agency Risk Management. Joining them will be a panel of public agency risk managers discussing a variety of topics including: How the profession of risk management is evolving; What emerging risks are they concerned about; How the insurance marketplace is evolving; Risk financing and budget challenges; Attracting the next generation of risk managers and more!

**Speakers:** Mark Walls, Safety National; Kimberly George, Sedgwick; Steve Robles, County of Los Angeles; Dawn Watkins, Los Angeles Unified School District

### G2 Making the Most of Your 5 Minutes of Fame: How to Obtain Settlement Authority from City Council or the School Board During Closed Session Meetings

**Focus:** Workers' Comp **Level:** Advanced

High-loss exposure claims require City Council/Board approval, yet there is limited time in a closed session for discussion. In just 5 minutes, you need to gain members' confidence, help them understand the law, and give you what you need to resolve the matter. We will discuss ways to maximize the limited time provided when requesting settlement authority. It will include a discussion on ways to quickly establish credibility, as well as respectfully help the decision-makers understand exposure, presumptions, and overall workers' compensation procedures. With a well-planned strategy, we can make this work!

**Speakers:** Laura Banker, Esq., Michael Sullivan & Associates; Jim Vanderpool, City of Anaheim

### G3 Everything Old Is New Again - Practical Defenses for Revived Childhood Sexual Abuse Claims

**CE/MCLE**

**Focus:** Liability **Level:** Intermediate

In 2019, AB 218 temporarily lifted the statute of limitations on childhood sexual abuse claims resulting in a flood of lawsuits until the provision ended at the close of 2022. Now, there is legislation pending to permanently eliminate the statute of limitations on these claims. The result is that lawsuits are being filed with allegations of abuse going back to the 1950s or earlier that public entities are left to defend with limited access to documents and witnesses.

We will explain the law supporting these claims and the related statute of limitations, outline the available defenses to counter these claims, discuss effective approaches to litigating decades-old claims where documents and witnesses with first-hand knowledge are limited, and address strategies for resolving these claims.

**Speakers:** Megan Lieber, Collins + Collins LLP; Christie Swiss, Collins + Collins LLP

### G4 Lessons Learned in the Aftermath of an Active Shooter

**Focus:** Risk Management **Level:** General Interest

In the modern world, threats come from many sources. One of the most difficult to defend against is the incursion of an armed individual

intent on inflicting harm. Organizations have a duty of care to maintain a secure environment for their staff, students, patients, visitors, and the general public. In the event of a deadly attack, an entity could be liable for regulatory or civil actions. There are significant challenges to securing places of business, particularly ones where visitors come and go frequently.

Explained through the lens of municipal governance, panelists will conduct a case study outlining facts of a real-life active shooter event. Panelists will discuss lessons learned from their involvement in an active shooter incident, how to prepare for similar situations that may disrupt normal business, and ways to mitigate or transfer the risk. Panelist will discuss the key features of insurance products on the market, and lastly, panelists will discuss legislative and other efforts being made to assist in reducing the harm from the public health crisis associated with gun violence.

**Speakers:** Dennis Mulqueeney, Alliant; LeeAnn McPhillips, City of Gilroy; Chris Parker, Beazley; Kris Brown, Brady

### G5 Key Elements to an Emergency Communication & Response Plan

**CE**

**Focus:** Safety **Level:** Intermediate

Emergency management is critical for any organization, and being prepared can make a significant difference in the outcome. This session will provide practical guidance on navigating the different stages of emergency management, including how to identify the most effective tools for your organization. Participants will learn how to ask the right questions to build a robust emergency management plan that meets their unique needs. This session is designed to equip attendees with the knowledge and skills to create a thoughtful and effective emergency management plan.

**Speaker:** Jason Jeffery, CatapultK12

### G6 Power of Influence Over Claim Outcomes

**Focus:** Workers' Comp **Level:** General Interest

Influence is having a vision of the optimum outcome for a situation or organization and then, without using force or coercion, motivating people to work together toward making the vision a reality. In this session, we explore techniques to enhance your influence competency to inspire others, energize participants into action, and motivate beneficial contributions resulting in optimal claim outcomes. Influence is beneficial at every level of your organization to validate the unique contributions of the program team, to inspire them to engage fully, develop a passion, and bring their best selves forward to achieve the ideal claim outcomes. Various methods to build your influence skills are presented through practical examples, data, and industry research. Specific approaches are provided for injured workers who evade, deceive, or commit fraud to bring the truth to the surface for the WC program's optimal result. Build upon your ability to experience game-changing encounters, remove barriers to successful communication, and motivate others to take beneficial action so you can ignite the power of influence and obtain desired outcomes.

**Speakers:** Dalene Bartholomew, Dayta Group; Joanne Thomas, SRTK Law

# PARMA 2024 CONFERENCE SESSIONS

## Friday, February 23, 2024

8:45 am-10:15 am

### H1 Schools Roundtable

**Focus:** Risk Management **Level:** General Interest

Schools face unique and ever-evolving challenges both big and small. Come and bring your issues, questions, solutions, and best practices to the Schools Roundtable. Topics are provided by attendees. Past topics have included pandemic diseases, employment practices liability, cyber liability, active shooter policies and protocols, pesticides, Cal/ OSHA compliance, and more! It has the same title every year, but it is a completely different session. Someone in the room has had the same issues you are facing. Please bring your questions. Please bring your answers.

**Speaker:** Russ Olsen, ARM-P, Ventura County Schools Self-Funding Authority

### H2 Pain Points: Four Banes of Our Existence and Creative Claims Solutions to Lessen Your Stress

**CE/MCLE**

**Focus:** Workers' Comp **Level:** Intermediate

Interactive panel with three experienced professionals to discuss four common pain points that can cause case dysfunction, poor communication, result in unnecessary litigation, and delay case disposition. The common pain points are (1) utilization review and inconsistent responses or failures of common sense, (2) work restrictions and strategies to get your employees back to work, (3) the late arising compensable consequence and how to better anticipate and understand the scope of your case, and (4) how to avoid the recently increased penalty provisions of SB 1127. Audience participation will be encouraged!

**Speakers:** Jesus Mendoza, Laughlin, Falbo, Levy & Moresi LLP; Paul Kim, MD, MPH, MBA, QME, FACOEM, Keystone Industrial Medicine; Sunny White, Athens Administrators

### H3 Your Officer is Charged with Murder. Now What? Discussing the Intersection of Criminal, Civil, and Administrative Investigations

**Focus:** Liability

**Level:** Intermediate

The presenters are trial attorneys and claims administrators in the criminal, civil, and administrative policy arena. They will provide guidance based on actual cases they have defended. Topics may include PC 835(a), a section of the state's penal code that outlines the circumstances under which law enforcement officers can use reasonable force to perform their duties. Specifically, PC 835(a) states that "Any peace officer who has reasonable cause to believe that the person to be arrested has committed a public offense may use reasonable force to effect the arrest, to prevent escape or to overcome resistance" the agenda of progressive district attorney; the department's immediate public safety statement; the administrative investigation; the officer's employment status; the expense of defending the civil case; conflict counsel for the civil case; 5th Amendment ramifications; Rule 68 considerations.

**Speakers:** Patrick Moriarty, Castillo Moriarty Tran & Robinson; Joanne Tran, Castillo Moriarty Tran & Robinson; John Robinson, Castillo, Moriarty, Tran & Robinson



JOIN US FOR THE

PUBLIC AGENCY RISK MANAGEMENT ASSOCIATION

**GOLF TOURNAMENT**



registration 6:30 am | shotgun start 8:00 am  
scramble | contests | prizes | awards

**Indian Wells Golf Resort**  
— CELEBRITY COURSE —  
44-500 Indian Wells Lane, Indian Wells, CA 92210

**February 20, 2024**  
Entry: \$200 per player | \$800 per foursome

*All proceeds go to the  
Susan Eldridge and Ben Francis Scholarship Funds*

[www.parma.com](http://www.parma.com)



### MIKE ERUZIONE — GOLD MEDALIST 1980 U.S. OLYMPIC HOCKEY TEAM CAPTAIN

February 23, 2023 | 10:30 am – 11:45 am

Mike Eruzione served as the captain that led the 1980 United States Olympic Hockey Team to its Gold Medal victory in Lake Placid, NY. The highlight of the games for Mike was scoring the game-winning goal against the Soviet Union. That victory against the Soviets advanced the U.S. Hockey Team to the Gold Medal Game where they beat Finland to win the Gold Medal.



# REGISTRATION FORM

## Three Ways to Register!

**ONLINE:** www.PARMA.com

**MAIL TO:** PARMA  
One Capitol Mall, Ste. 800  
Sacramento, CA, 95814

**FACSIMILE:** (916) 444-7462

### Hotel Reservations

Upon completion and payment of your registration you will receive a confirmation email with details on reserving a hotel room.

### Important Deadlines

12/6/2023..... Early Bird Pricing Last Date

12/7/2023..... Regular Pricing Start Date

2/12/2024 ..... Onsite Registration Only

### Refund Policy

See page 3 for details.

## Registration Information

Company/Public Entity

Main Contact

Contact Address

City / State / Zip

Cell Phone

Fax

Email

### Special Needs? Diet Restrictions? Let us know:

## Registration Pricing

	MEMBER EARLY	MEMBER REGULAR	MEMBER ONSITE	NON-MEMBER EARLY*	NON-MEMBER REG*	NON-MEMBER ONSITE*
<b>Public Entity (1st Person)</b>	\$449	\$549	\$649	\$619	\$719	\$819
<b>Public Entity (2nd and Add'l Registrations)</b>	\$399	\$499	\$599	\$489	\$589	\$689
<b>Associate Registration (Non Public Entity)</b>	\$999	\$1,099	\$1,199	\$1,299	\$1,399	\$1,499
<b>Sponsor Additional Registrations</b>	\$549	\$649	\$749	\$849	\$949	\$1,049
<b>Guest (Includes all meals and special events)</b>	\$449	\$549	\$649	\$749	\$849	\$949

### Attendee Pricing for Non-PARMA Members

\*Registration includes a one-year, non-refundable membership to PARMA. **Only one person from each company needs to register at the nonmember rate.** All others from the same company/entity can use the additional member pricing. ☐ Check here to opt-out of the PARMA membership.

## Attendees

Type (see chart above)	Fee (see chart above)	Name	Title	Email
<b>Total \$</b>		Upon completion of and payment of your registration you will receive a confirmation email with details on reserving a hotel room.		

## Payment Information

☐ Credit Card ☐ Check (Check Number \_\_\_\_\_)

Credit Card Number

Exp. Date

Security Code

Billing Address (include postal code)

Name on Card

Signature

# GLOSSARY OF TERMS

Term	Definition
4850	Labor Code Section 4850 provide a special benefit for certain public employees who are essentially in safety and law enforcement positions.
AB 1234	Ethics Education for Local Officials
AB 1825	Harassment Prevention Training for Supervisors
Active Negligence	The party that was negligent took an active part in doing whatever caused the damage. For example, a city digging a hole and someone falls in
<b>ACV</b> (Actual Cash Value)	The amount equal to the replacement cost minus depreciation of a damaged or stolen property at the time of the loss. It is the actual value for which the property could be sold, which is always less than what it would cost to replace it.
Adhesion	When one party has greater power over the other party in drafting the contract (i.e. the provisions of the contract are prepared by one party --the insurer. The other party the insured does not take part in the preparation of the contract).
<b>ATD</b> (Aerosol Transmissible Diseases)	An epidemiologically significant disease that is transmitted via droplet or airborne route.
Aggregate	The term used to describe the cumulative amount of all losses for a period of time.
Aggregate Stop Loss	A financial arrangement with a JPA's excess carrier that caps the aggregate to a predetermined limit at which point the excess carrier would "drop down" and pay losses within the JPIA's SIR, or pooled layer.
<b>AME</b> (Agreed Upon Medical Examiner)	A medical provider who has been certified by the Division of Workers' Compensation by passing an administrative exam. An AME is selected (or agreed upon) by two parties in order to help resolve a dispute about a WC claim.
Aleatory	An insurance contract is aleatory meaning it is contingent on an uncertain event (a loss) that provides for unequal transfer of value between the parties.
<b>ACIP</b> (Alliant Crime Insurance Program)	Program offered by Alliant that created to bring the advantages of group purchase to public entities seeking very broad coverage for illegal acts committed by their employees while on the job.
<b>APIP</b> (Alliant Property Insurance Program)	The largest single property insurance placement in the world. Formed by Alliant Insurance Services in 1993 to meet the unique property insurance needs faced by public entities.
<b>ADA</b> (American Disability Act)	A federal law that prohibits discrimination against people with disabilities in employment, transportation, public accommodation, communications, and governmental activities. The ADA also establishes requirements for telecommunications relay services. For the U.S. Equal Employment Opportunity Commission office (EEOC office) in your area, call 1-800-669- 4000 or 1-800-669-6820 (TTY).
Assessment company	Providing primarily fire and windstorm insurance for small towns and farmers (charge members a pro rata share of losses at the end of each policy period)
<b>AIS</b> (Associate in Insurance Services)	Professional designation awarded by the Insurance Institute of America (IIA) upon successful completion of four national exams, one specifically designed for this program and the three examinations in the IIA Program in General Insurance.
<b>AGRIP</b> (Association of Governmental Risk Pools)	A national organization of JPA's and public agency insurance pools. Formed for educational, information gathering and political lobbying purposes. Affiliated with PRIMA

## GLOSSARY OF TERMS

<b>ALCM</b> (Associate in Loss Control Management)	A professional designation earned after the successful completion of five national examinations given by the Insurance Institute of America (IIA).
<b>ARM</b> (Associate in Risk Management)	A nationally recognized educational program for dedicated risk management professionals, developed by the Insurance Institute of America.
Attachment Point	The dollar amount of a loss where the next layer of insurance begins to pay for the loss.
Automobile Liability	Designed to afford bodily injury and property damage liability coverage associated with owned, non-owned and hired vehicles. May include medical payments, uninsured/underinsured motorists' liability coverages.
Automobile Physical Damage	Usually a first party coverage; however, some entities have "Bailment" or "care, custody and control" liability exposures such as garages, maintenance facilities that service vehicles of others, and parking lots
Best's Rating	A rating system that indicates the operating and financial condition of insurance companies. Information is developed and published annually by the A. M. Best company. Generally one looks for a company with a rating of A VII or better.
<b>BOD/BD</b> (Board of Directors)	Body of elected or appointed members who jointly oversee the activities of a company or organization.
<b>BI</b> (Business Interruption)	A form of insurance coverage that replaces business income lost as a result of an event that interrupts the operations of the business, such as fire or a natural disaster.
<b>CAJPA</b> (California Association of Joint Powers Authorities)	Performs regulatory and legislative lobbying as well as accreditation of Joint Powers Authorities to promote the financial stability of JPAs.
<b>CIPRA</b> (California Institute for Public Risk Analysis)	Organized to develop, analyze and disseminate information on risk management in California's public sector, especially self-insured entities and Joint Powers Authorities
<b>CJPRMA</b> (California Joint Powers Risk Management Authority)	CJPRMA provides the excess coverage to NCCSIF's Liability Program
<b>CSAC</b> (California State Association of Governments)	CSAC is a lobbying, advocacy and service organization representing the state's 58 counties at the state and federal level. Areas of focus include the state budget, health-care reform, corrections reform, transportation funding, water and climate change
<b>CSAC-EIA</b> (California State Association of Governments - Excess Insurance Authority)	CSAC-EIA is a member directed insurance risk sharing pool. The EIA has developed effective risk management solutions to help California public entities proactively control losses and prepare for different exposures.  CSAC-EIA provides excess coverage to NCCSIF's workers' compensation pool.
<b>CalTIP</b> (California Transit Insurance Pool)	In 1986 the California Transit Association formed an insurance committee and authorized the preparation of a study of alternative methods of providing liability insurance coverage and began providing liability coverage in 1987.
Catastrophic Loss Reserve	A separate JPJA reserve account designated to pay losses without additional premium assessments to members.
<b>CIC</b> (Certified Insurance Counselor)	An insurance agent professional certification designation

## GLOSSARY OF TERMS

<b>CIH</b> (Certified Industrial Hygienist)	CIH is a professional whose job it is to protect the health of workers and the general public. A CIH is educated, trained and certified to recognize health hazards, test the environment for those hazards and determine when they pose a risk to those who might be exposed to them.
<b>CPCU</b> (Chartered Property Casualty Underwriter)	CPCU is a professional designation in property-casualty insurance and risk management
Claim	A demand of a right. In general a demand for compensatory damages, resulting from the actions of another.
Claims Made	A provision of an insurance policy that requires it to pay only for claims presented during the policy period with no regard for when the action causing the claim took place. Typically, a claims-made form also includes a retroactive date setting the earliest date for which a covered occurrence can happen. (Also see "Occurrence")
<b>C&amp;R</b> (Compromise and Release)	A type of settlement in which you receive a lump sum payment and become responsible for paying for your future medical care. A settlement like this must be approved by a workers' compensation judge.
Conditional	An insurance policy includes a number of conditions that both the insured and the insurer must comply with. (i.e. a covered loss occurs, the insured must notify the insurer about the loss and the insurer must use the valuation methods specified in the policy to settle the loss- thus the contract is conditional)
Conditions	Describe the responsibilities and the obligations of both the insured and the insurance company.
<b>CL</b> (Confidence Level)	An estimated probability that a given level of funding will be sufficient to pay actual claim costs. The higher a CL the greater the certainty the actuary has that losses will not exceed the dollar value used to attain the CL.
Contract	A legal agreement between two competent parties that promises a certain performance in exchange for a certain consideration.
Contract of Utmost Good Faith	As the insurance company relies on the truthfulness and integrity of the applicant when issuing a policy. In return, the insured relies on the company's promise and ability to provide coverage and pay claims.
<b>CSP</b> (Certified Safety Professional)	CSP's are qualified persons that are competent and trained to detect and appraise hazardous materials, procedures and activities of workers, materials and work environments. They are highly educated, trained and experienced in the field of safety.
Cumis Counsel	Cumis refers to a lawsuit against the Cumis Insurance Society in which they were found to have controlled the defense attorney to the detriment of their insured. The court determined that the Society should have assigned separate counsel to represent the exclusive interests of the insured. The need for <i>cumis counsel</i> arises in situations where there are significant coverage issues and defense counsel is conflicted between his duty to his client and the obligations to the insurance carrier.
DE9	Quarterly Contribution Return and Report of Wages
Declarations	Contain information such as the name of the insured, the address, the amount of coverage provided, a description of property, and the cost of the policy
Deductible	It is that portion of each claim that is paid by the member at the time of loss. It is in addition to any premium already paid
Defense	A defendant's denial to a complaint or cause of action

# GLOSSARY OF TERMS

Definitions	Clarify the meaning of certain terms used in the policy
Deposit Premium	Premium required at the beginning of a policy period based on estimated costs
<b>DIC</b> (Difference In Conditions)	A specialized property insurance policy written to provide coverage for perils not covered in a standard property policy or in the JPIA's Memorandum of Property Coverage. In particular, it is most often used to provide coverage for earthquake and/or flood losses.
<b>D&amp;O</b> (Directors and Officers)	Liability insurance payable to the directors and officers of a company, or to the organization(s) itself, as indemnification (reimbursement) for losses or advancement of defense costs in the event an insured suffers such a loss as a result of a legal action brought for alleged wrongful acts in their capacity as directors and officers.
Directors, Officers and Trustees Liability	Intended to protect nonprofit board members, officers, and directors for faulty decisions, which imperil the entity. Usually written to include entity reimbursement for legal actions and personal liability of specific wrongdoers
<b>DOL</b> (Date of Loss)	Regarding property claims this is usually the date of occurrence of physical damage to property. In WC claims this is usually the date a physical injury occurred to an employee.
Doctrine of reasonable expectations	a policy includes coverages that an average person would reasonably expect it to include regardless of what the policy actually provides
<b>EQ</b> (Earthquake)	a sudden and violent shaking of the ground, sometimes causing great destruction, as a result of movements within the earth's crust or volcanic action
Employers' Liability	Included as part of a worker's compensation insurance policy. Covers liability for losses arising out of injuries to employees that are not covered by statutory workers' compensation benefits
<b>EPL</b> (Employment Practices Liability)	Written to protect an entity from liabilities arising from allegations of discrimination, failure to promote or hire, harassment, ADA responsibilities, wrongful termination, etc.
Endorsement	Any change to the original policy (attached to the policy itself)
Environmental Impairment Liability	Also referred to as "Pollution" and "Pollution Legal" Liability; can be written to protect an entity from actions resulting from contamination of air, water, property. First party (damage to owned property) and third party (liability for damage to others) protections are often provided on the same policy
<b>E&amp;O</b> (Errors and Omissions Insurance)	Professional liability insurance that protects companies and individuals against claims made by clients for inadequate work or negligent actions, usually includes both court costs and any settlements up to the amount specified on the insurance contract.
Errors and Omissions Liability	Excludes bodily injury and property damage; intended to afford protection for the "misfeasance, malfeasance or non-feasance" of public officials, employees and volunteers. May also include incidental medical personnel (paramedics), police and fire personnel, architects and plan checkers, engineers, and on-staff attorneys
Excess Insurance	Insurance that is purchased to provide higher limits than the primary policy or coverage provides
Excess Loss	The portion of a loss that is allocated to, or paid by, excess coverage
Exclusions	Describe the losses for which the insured is not covered
<b>EC</b> (Executive Committee)	Committee within that organization which has the authority to make decisions and ensures that these decisions are carried out.

## GLOSSARY OF TERMS

Expected liabilities	Outstanding reserves plus Incurred But Not Reported (IBNR) and Loss Adjustment Expense, discounted at the “Expected” Confidence Level (CL).
Exposure	A condition or situation that presents a possibility of loss (i.e. home built on flood plain is exposed to the possibility of flood damage).
<b>FASB</b> (Financial Accounting Standards Board)	FASB standards, known as generally accepted accounting principles (GAAP), govern the preparation of corporate financial reports and are recognized as authoritative by the Securities and Exchange Commission.
Fidelity Bonds	Written as financial guarantees of employees’ honesty. Personnel with money-handling responsibilities are considered exposures to loss.
Fiduciary Liability	Covers board members, executives and other decision-making personnel with responsibilities for pension funds, retirement plans and employee benefit monies for negligent decisions that result in losses to such funds.
<b>GAAP</b> (Generally Accepted Accounting Principles)	GAAP refers to the standard framework of guidelines for financial accounting used in any given jurisdiction; generally known as accounting standards or standard accounting practice
<b>GASB</b> (Governmental Accounting Standards Board)	GASB is the source of generally accepted accounting principles (GAAP) used by State and Local governments in the United States. As with most of the entities involved in creating GAAP in the United States, it is a private, non- governmental organization.
General Liability	Written to protect the member's assets against liability for property damage of or bodily injury to third parties (see definition of parties).
Hazard	Anything that increases the chance of loss (also see Physical Hazard, Morale Hazard and Moral Hazard).
<b>HIPAA</b> (Health Insurance Portability and Accountability Act)	A federal law enacted in 1996 that protects continuity of health coverage when a person changes or loses a job, that limits health-plan exclusions for preexisting medical conditions, that requires that patient medical information be kept private and
<b>IBNR</b> (Incurred But Not Reported)	It is that part of the total claims that is unknown at any point in time. At any time, NCCSIF has claims that have not been reported or recognized by NCCSIF or has claims recognized by NCCSIF but without knowledge of the cost when such claim is finally closed. NCCSIF uses an actuary to project the costs of these unknown liabilities to NCCSIF - the estimate of funds needed to pay for covered losses that have occurred but have not been reported to the member and/or NCCSIF and expected future development on claims already reported
Incurred Loss	This is the ultimate expected total value of any claim. It includes the amount already paid, plus the estimated amount yet to be paid (reserves)
<b>IIPP</b> (Injury Illness Prevention Program)	Proactive process of assessing workplace hazards prior to an injury being reported
Insurable Interest	Before you can benefit from insurance; you must have a chance of financial loss or a financial interest in the property
Insurance	A contract or device for transferring risk from a person, business, or organization to an insurance company that agrees, in exchange for a premium, to pay for losses through an accumulation of premiums
<b>IRIC</b> (Insurance Requirements in Contracts)	In insurance, the insurance policy is a contract (generally a standard form contract) between the insurer and the insured, known as the policyholder, which determines the claims which the insurer is legally required to pay.

## GLOSSARY OF TERMS

<b>ISO</b> (Insurance Services Office, Inc.)	An insurance industry association that collects statistical data for rate making and develops standard insurance policy forms. ISO is the organization that drafted the standard commercial general liability (CGL) commonly used by insurers
Insuring agreements	State in general what is to be covered, also includes a description of what type of property is covered and the perils against which it is insured (i.e. the losses for which the insured will be indemnified)
Inverse Condemnation	Both the United States Constitution and the California Constitution require that a private citizen be compensated if property is "taken" by a public entity. When the property is taken proactively it is called eminent domain. When the property is taken "accidentally," without due course, it is called inverse condemnation. Negligence need not be proven. The claimant's legal expenses are payable in addition to actual damages.
Limit	The most that will be paid in a loss
<b>LRP</b> (Long Range Planning)	Exercise aimed at formulating a long-term plan, to meet future needs estimated usually by extrapolation of present or known needs. It begins with the current status and charts out a path to the projected status, and generally includes short- term (operational or tactical plans) for achieving interim goals.
<b>LAE</b> (Loss Adjustment Expense)	Administrative expense to manage a claim to conclusion - Allocated LAE (ALEA) are expenses attributable to a specific claim such as attorney fees - Unallocated LAE (ULAE) are overhead expenses not attributable to a specific claim such as salaries or office rental.
Loss Ratio	The amount of loss divided by the amount of premium, contributions, payroll or property values.
Master Plan Documents	A document issued by a JPA defining the structure, rights and obligations of the participants and procedures of an insurance or self- funded program
<b>MMI</b> (Maximum Medical Improvement)	When an injured employee's condition is well stabilized and unlikely to change substantially in the next year, with or without medical treatment. Once an employee reaches MMI, a doctor can assess how much, if any, permanent disability resulted from the work injury. See also P&S
<b>MOC</b> (Memorandum of Coverage)	A document issued by a JPA defining the coverage provided to the members
Moral Hazard	A person might create a loss situation on purpose just to collect from the insurance company (i.e. a pre-arranged faked theft of an older vehicle so the owner could collect insurance money and buy something new).
Morale Hazard	An individual, through carelessness or by irresponsible actions, can increase the possibility for a loss (i.e. a person who drives a car carelessly because he knows a loss will be insured if an accident occurs).
Mutual interest company	The insureds are also owners of the company and so they can vote to elect the management of the company (profits are returned to the insureds in the form of dividends or reductions in future premiums)
Named Insured	Any person, firm, or corporation, or any of its members specifically designated by name as insured(s) in the policy as distinguished from others who, although unnamed, are protected by the policy definition. A named insured under the policy has rights and responsibilities not attributed to additional insureds, such as premium payment, premium return, notice of cancellation, and dividend participation



## GLOSSARY OF TERMS

Net Assets	(Equity, surplus or Net Position) Total assets less Expected liabilities- the amount of funds remaining after subtracting liabilities at the actuarially determined "Expected" Confidence Level (approx. 50% CL)
Net Contribution	A total contribution for losses less excess insurance costs
Non Vacant land	Refers to land that is occupied and used, and/or has structures on it (i.e. shack, building, park with benches).
Obligee	Is an individual, partnership, corporation, or a government entity which requires the guarantee that an action or service will be performed. If not properly performed, the surety pays the obligee for any damages or fulfills the obligation.
Occurrence	A) In order for NCCSIF to pay a liability claim, it must arise out of an occurrence. This is an accident, event, act or omission to act which results in "damages," "bodily injury," or "property damage" neither expected nor intended from the covered parties' conduct. B) A provision of an insurance policy that requires it to pay for a claim caused during the policy period regardless of when it is presented.
Passive Negligence	The party that was negligent did not take part in the action that caused the damage, but was responsible for somehow allowing it to take place. For example, a city allowed a contractor to dig a hole on city property and someone fell in.
Peril	Cause of a loss
<b>P&amp;S</b> (Permanent and Stationary)	When an employee's medical condition has reached maximum medical improvement. Once an employee is declared P&S, a doctor can assess how much, if any, permanent disability resulted from the work injury. If the disability is rated under the 2005 schedule you will see the term maximal medical improvement (MMI) used in place of P&S. See also MMI
<b>PD</b> (Permanent Disability)	Any lasting disability that results in a reduced earning capacity after maximum medical improvement is reached.
<b>PPE</b> (Personal Protective Equipment)	PPE refers to protective clothing, helmets, goggles, or other garments or equipment designed to protect the wearer's body from injury.
Physical Hazard	A hazard that arises from the condition, occupancy, or use of the property itself (i.e. skateboard left on the porch steps).
Plaintiff	The party who complains or sues in a personal action. A claimant becomes a plaintiff by filing suit.
Pooled Loss	The portion of a loss that is allocated to, or paid by, the self-insured pool. NCCSIF's Liability Program pools, or self-insures, the first \$500,000 of each occurrence. Loss costs exceeding this amount are paid by excess insurance.
Principal	Is an individual, partnership, or corporation who offers an action or service and is required to post a bond. Once bonded, the surety guarantees that he will perform as promised.
Principle of Indemnity	When a loss occurs an individual should be restored to the approximate financial condition he was in before the loss no more and no less.
Property Insurance	This covers the member for damage to its own property, sometimes called first- party coverage.
<b>PARMA</b> (Public Agency Risk Managers Association)	A statewide association for risk managers in the public sector. Educational and lobbying activities.

# GLOSSARY OF TERMS

<b>PRIMA</b> (Public Risk Management Association)	A national association for risk managers in the public sector. Formed for educational, information gathering and political lobbying purposes.
Pure Risk	Involves only the possibility of loss
<b>QME</b> (Qualified Medical Examiner)	A medical provider who has been certified by the Division of Workers' Compensation by passing an administrative exam.
Reciprocal company	(to give/take), a member of a reciprocal agrees to share the insurance responsibilities with all other members of the unincorporated group (all members insure each other and share the losses with each other) NOTE: managed by an attorney-in-fact who is empowered to handle all of the business of the reciprocal.
<b>RC</b> (Replacement Cost)	The cost to replace damaged property with like kind and quality, with no deduction for depreciation, but still subject to a "limit"
Reserve	In order to budget for its expected costs and to know when a claim must be reported to the excess coverage, NCCSIF estimates the ultimate expected total value of each claim and "reserves" part of the not paid. As moneys are paid out for a claim, the reserve amount is decreased
Retrospective Premium Adjustment	At the beginning of each policy period, NCCSIF collects a deposit premium representing the estimated costs for that year. Each year a calculation of expenses associated with the policy period are subtracted from the deposit premium. At some point the excess funds will be returned, or shortage of funds will be charged. This process is repeated annually for each coverage year until all claims for that year are closed out and there is no IBNR allocated to that policy year.
Risk	The chance or uncertainty of loss (also see Speculative Risks and Pure Risks)
<b>RIMS</b> (Risk and Insurance Management Society)	National professional organization to promote principles of risk management and assist risk managers in their daily activities
Risk Control	Those risk management techniques designed to minimize the frequency and/or severity of claims. Risk control techniques include exposure avoidance, loss prevention, loss reduction, segregation of loss exposures, and contractual transfer to shift losses to others
Risk Financing	Techniques for generating funds to pay for losses that risk control methods do not entirely eliminate. There are two types of risk financing techniques -- retention and transfer. Retention involves paying for losses using an organization's own assets; transfer involves covering losses by an unrelated entity for a consideration (such as a payment of a premium)
Risk Management	One of the specialties within the general field of management, the process of managing an organization's activities to minimize the adverse effects of accidental losses on a cost-effective basis. Risk management has two components -- risk control and risk financing.
Self-Insured	Coverage of losses from the insured's own funds, rather than an insurance policy. Generally refers to a planned program for financing or otherwise recognizing losses
<b>SIR</b> (Self-Insured Retention)	The maximum amount of exposure to a single loss retained by NCCSIF

## GLOSSARY OF TERMS

Severability of Interests Clause	An insurance policy provision clarifying that the word “insured,” as it appears within various parts of a policy, applies severally and not collectively. When there is more than one insured, the effect is as though a separate policy is issued to each insured. Thus, a policy containing such a clause will cover a cross liability claim – a claim made by one insured against another insured. The one exception to the separate application to each insured of a policy containing a severability of interest clause is that the limits are not cumulative; that is, one set of limits applies to all insureds collectively
Special Events	Designed to cover your sponsorship of events, such as fireworks shows, festivals, community/entity celebrations; often written to protect other policies’ loss integrity. Another type of special event coverage, known as a “tenants and permittees” policy, can be issued for third parties who rent or use your owned facilities.
Speculative Risk	Risks in which there exists both the possibility of gain and the possibility of loss (i.e. poker game)
Spread of Risk	The greater the spread of risk the less likely that there will be a catastrophic loss for the insurance company (i.e. NOT insuring every person in a single town that could be hit by a fire which destroys the town= catastrophic loss for the insurance company vs. insuring several people in MANY towns to spread out the risk of a catastrophic loss)
Stock company	Sells stock to stockholders to raise the money necessary to operate the business (profits attributed to the operation of the company are returned as dividends to the stockholders, not the insureds)
Subrogation	The insurer’s right to proceed against a third person if that third person was responsible for a claim paid by the insurer. Employee dishonesty can be subrogated by the insurance company against a dishonest employee
Surety	Is usually a corporation which determines if an applicant (principal) is qualified to be bonded for the performance of some act or service. If so, the surety issues the bond. If the bonded individual does not perform as promised, the surety performs the obligation or pays for any damages.
<b>TD</b> (Temporary Disability Benefits)	Payments an employee receives if they lose wages because of a work related injury which prevents them from doing their usual job while recovering.
<b>TPA</b> (Third Party Administrator)	TPA is a person or organization that processes claims and performs other administrative services in accordance with a service contract, usually in the field of employee benefits.
<b>TIV</b> (Total Insured Values)	The values shown on a member city’s schedule or appraisal for property coverage. Only those items shown on the schedule are covered for loss.
<b>TRIA</b> (Terrorism Risk Insurance Act)	TRIA is a United States federal law signed into law by President George W. Bush on November 26, 2002. The Act created a federal “backstop” for insurance claims related to acts of terrorism.
Vacant land	Refers to land that is unoccupied and unused, and/or has no structures on it.
<b>VIN</b> (Vehicle Identification Number)	Unique code including a serial number, used by the automotive industry to identify individual motor vehicles, towed vehicles, motorcycles, scooters and mopeds as defined in ISO 3833.

**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND**  
**FY 23/24 Organizational Chart**  
**Updated as of 12/1/23**

MEMBER ENTITY	BOARD OF DIRECTORS		BOARD ALTERNATES	RISK MANAGEMENT COMMITTEE	POLICE RISK MANAGEMENT COMMITTEE
City of ANDERSON	*EC	Christy White	<i>Vacant</i>	Christy White	Chief Joe Poletski
City of AUBURN	*EC	*Jennifer Leal	Sean Rabe	Jennifer Leal	Chief Ryan L. Kinnan(Vice-Chair)
City of COLUSA		Ishrat Aziz-Khan	Shelly Kittle	Ishrat Aziz-Khan	Chief Josh Fitch
City of CORNING		Brant Mesker	<i>Vacant</i>	Brant Mesker	Chief Jeremiah Fears
City of DIXON	P/EC/CC	**Rachel Ancheta (Chair)	Kate Zawadzki	Rachel Ancheta Kim Staile Jim Ramsey Anjmin Mahil - Alternate	Chief Robert Thompson
City of ELK GROVE	*CC	*Melissa Rojas	Kara Reddig		Assistant Chief Paul Soloman Commander Brian Lockhart Lt. Lou Wright
City of FOLSOM	*EC	Allison Garcia	Steven Wang	Allison Garcia	
City of GALT	*CC	Stephanie Van Steyn	Lorenzo Hines	Stephanie Van Steyn	Chief Brian Kalinowski
City of GRIDLEY	*CC	Elisa Asteaga	Jodi Molinari	Elisa Arteaga	Chief Rodney Harr
City of IONE		Jodi Steneck	Amy Gedney	<i>Vacant</i>	Chief John Alfred
City of JACKSON		<i>Vacant</i>	Dalacie Blankenship	Yvonne Kimball	Interim Chief Chris Mynderup
City of LINCOLN		Veronica Rodriguez	Claire True	Veronica Rodriguez	Chief Matt Alves
City of MARYSVILLE	S / EC/CC	*Jennifer Styczynski	<i>Vacant</i>	Jennifer Styczynski	Chief Chris Sachs
City of NEVADA CITY	*EC	Sean Grayson	Gabrielle Christakes	Sean Grayson	Chief Dan Foss
City of OROVILLE		Liz Ehrenstrom	<i>None Appointed</i>	Liz Ehrenstrom (Chair)	Lt. Gil Zarate
Town of PARADISE		<i>Vacant</i>	Crystal Peters	Crystal Peters	Chief Eric Reinbold
City of PLACERVILLE		Dave Warren	Cleve Morris	Dave Warren	Chief Joseph Wren
City of RED BLUFF	*EC	Paul Young	Tom Westbrook	Paul Young	Chief Kyle Sanders (Chair)
City of RIO VISTA	T/*EC	Jennifer Schultz	**Jen Lee, CPA	Jennifer Schultz	Chief Jon Mazer
City of ROCKLIN	EC	<i>Vacant</i>	Amanda Tonks	Amanda Tonks	Chief Rustin Banks
City of WILLOWS	EC	<i>Vacant</i>	Marti Brown	Marti Brown	N/A
City of YUBA CITY	VP/EC/CC	**Spencer Morrison (Vice-Chair)	Natalie Springer	Sheleen Loza	Chief Brian Baker

OFFICERS		
		Term of Office
President (P)	Rachel Ancehta	7/1/2023- 6/30/2024
Vice President (VP)	Spencer Morrison	7/1/2023- 6/30/2024
Treasurer (T)	Jen lee	7/1/2022- 6/30/2024
Secretary (S)	Jennifer Styczynski	7/1/2022- 6/30/2024

[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**.

CJPRMA Board Representative Elizabeth Ehrenstrom appointed 6/17/2021

CJPRMA Alternate Board Representative Stephanie Van Steyn appointed 4/22/2022

PROGRAM ADMINISTRATORS (Alliant Insurance Services)		CLAIMS ADMINISTRATORS (Sedgwick for Liability LWP For Workers' Compensation)	RISK CONTROL CONSULTANTS (Sedgwick formerly York/Bickmore)	ADVISORS
Marcus Beverly	Conor Boughey	Amber Davis (WC)	Shane Baird	Byrne Conley (Board Counsel)
Jenna Wirkner	Evan Washburn	Stacey Bean (WC)	Tom Kline (Police RM)	James Marta, CPA (Accountant)
		Brian Davis (Liability)		



## PROGRAM YEAR 23/24 MEETING CALENDAR

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Thursday, August 3, 2023,..... **Police Risk Management Committee** at 10:00 a.m.

Thursday, September 21, 2023, \*\* ..... **Claims Committee** at 9:00 a.m.  
*Executive Committee* at 10:30 a.m.

Thursday, October 19, 2023\*\*\*,..... **Risk Management Committee** at 10:00 a.m.  
**Board of Directors** at 12 noon

Thursday, November 2, 2023,..... **Police Risk Management Committee** at 10:00 a.m.

Thursday, December 14, 2023\* ..... **Board of Directors** at 10:00 a.m.

Thursday, February 1, 2024,..... **Police Risk Management Committee** at 10:00 a.m.

Thursday, March 28, 2024, \*\* ..... **Claims Committee** at 9:00 a.m.  
*Executive Committee* at 10:30 a.m.

Thursday, April 18, 2024,..... **Risk Management Committee** at 10:00 a.m.  
**Board of Directors** at 12 noon

Thursday, May 2, 2024,..... **Police Risk Management Committee** at 10:00 a.m.

Thursday, May 23, 2024, \*\* ..... **Claims Committee** at 9:00 a.m.  
*Executive Committee* at 10:30 a.m.

Thursday, June 20, 2024\* ..... **Board of Directors** at 10:00 a.m.

Meeting Location: Rocklin Event Center - Garden Room  
2650 Sunset Blvd., Rocklin, CA 95677  
Rocklin Event Center – Ballroom \*  
Rocklin Community Center – Springview Hall\*\*\*  
Zoom\*\*

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



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

### TABLE OF CONTENTS

Members of NCCSIF have many risk management resources available. This Resource Guide is designed to assist you with identifying and locating these resources. If you have questions, want to recommend a service provider, or need assistance please contact Program Administration on the next page.

CONTACT INFORMATION											
Pg. 1-2	Program Service Providers										
Pg. 3	Other Coverage Providers										
Pg. 5	Contracted Vendor Services (additional member cost)										
RISK MANAGEMENT SERVICE CATEGORY		SEDGWICK	PRISM	VECTOR SOLUTIONS	DKF SOLUTIONS	OCCU - MED	APIP	LEXIPOL	ACI EAP	CAL-TIP	
Pg. 12	Telephone Hotline - Questions & Guidance	X									
Pg. 12	Hazard & Safety Assessment	X			X						
Pg. 13	Program/Policy Development	X	X		X			X			
Pg. 3	Safety Materials/Web-based Courses/Videos	X	X	X	X						
Pg. 13	On-Site Training	X	X		X						
Pg. 13	Ergonomic Evaluations	X									
Pg. 14	Risk Management Webinars	X	X		X		X				
Pg. 14	Employer DMV Pull Notice Program		X								
Pg. 15	Pre-Employment & Fit for Duty Medical Exams					X					
Pg. 15	Employee Assistance Program - Health & Wellness								X		
Pg. 4	Transit Resources (available to CalTIP members)									X	

\* Services and resources are available at no additional cost, unless specifically noted.



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

PROGRAM SERVICE PROVIDERS			
SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED	
<b>PROGRAM ADMINISTRATION</b>  Alliant Insurance Services, Inc. 2180 Harvard Street, Suite 460 Sacramento, CA 95815 Main: (916) 643-2700 Fax: (916) 643-2750 <a href="http://www.alliant.com">www.alliant.com</a>	<b>Marcus Beverly</b> Office: (916) 643-2704 Cell: (916) 660-2725 <a href="mailto:Marcus.Beverly@alliant.com">Marcus.Beverly@alliant.com</a>  <b>Conor Boughey</b> Office: (415) 403-1400 Cell: (415) 744-4889 <a href="mailto:cboughey@alliant.com">cboughey@alliant.com</a>  <b>Jenna Wirkner</b> Office: (916) 643-2741 <a href="mailto:Jenna.Wirkner@alliant.com">Jenna.Wirkner@alliant.com</a>  <b>Evan Washburn</b> Office: (916) 643-2721 Cell: (916) 661-7305 <a href="mailto:ewashburn@alliant.com">ewashburn@alliant.com</a>	<b>JPA MANAGEMENT ISSUES</b> <ul style="list-style-type: none"> <li>▪ <b>Governance</b> - policies and procedures, program budget/funding, financial analysis, program management, personnel, contracts, consultants.</li> <li>▪ <b>Coverage</b> - coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development.</li> <li>▪ <b>Risk Management</b> - Insurance Requirements in Contracts (IRIC), third party contract review, hold harmless and indemnification clauses, risk management program planning, RFPs for JPA payment approval of budgeted funds.</li> </ul> <b>JPA ADMINISTRATIVE ISSUES</b> <ul style="list-style-type: none"> <li>▪ <b>Meetings &amp; Compliance</b> - agendas; minutes; development/maintenance of governing documents, development/interpretation of policies &amp; procedures, JPA state compliance, Form 700, changes in Board members, website updates.</li> <li>▪ <b>Certificates</b> - certificates of coverage, additions/deletions of coverages, special events liability coverage, automobile identification cards, auto/mobile equipment physical damage programs.</li> </ul>	
			<b>MAIN CONTACT</b> Marcus Beverly Jenna Wirkner



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

PROGRAM SERVICE PROVIDERS		
SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
<b>ACCOUNTING SERVICES</b>  James Marta & Company LLP 701 Howe Avenue, Suite E3 Sacramento, CA 95825 Main: (916) 993-9494 Fax: (916) 993-9489 <a href="http://www.jpmpcpa.com">www.jpmpcpa.com</a>	<b>Jim Marta, CPA</b> <a href="mailto:jmarta@jpmpcpa.com">jmarta@jpmpcpa.com</a>  <b>Ritesh Sharma</b> <a href="mailto:RSharma@jpmpcpa.com">RSharma@jpmpcpa.com</a>	<ul style="list-style-type: none"> <li>Billing, accounting, and financial management</li> </ul>
<b>SAFETY AND RISK CONTROL SERVICES</b>  Sedgwick 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833 Main: (800) 541-4591 Fax: (855) 242-8919 <a href="http://www.sedgwick.com">www.sedgwick.com</a>	<b>Shane Baird</b> Office: (661) 619-3520 <a href="mailto:Shane.Baird@sedgwick.com">Shane.Baird@sedgwick.com</a>  <b>Tom Kline - Police Risk Management</b> Office: (916) 244-1121 <a href="mailto:Tom.Kline@sedgwick.com">Tom.Kline@sedgwick.com</a>	<ul style="list-style-type: none"> <li>Telephone Hotline - Questions &amp; Guidance</li> <li>Hazard &amp; Safety Assessment</li> <li>Program/Policy Development</li> <li>Ergonomic Evaluations</li> <li>On-site Training</li> <li>Safety Materials</li> <li>On-line Streaming Videos</li> <li>Webinars - WC and Liability Risk Management Topics</li> </ul>
<b>CLAIMS ADMINISTRATION WORKERS' COMPENSATION</b>	<b>Amber Davis</b> Director of Claims – Public Entities <a href="mailto:a_davis@lwpclaims.com">a_davis@lwpclaims.com</a> Phone: 916-609-3654  <b>Stacey Bean</b> Assistant Claims Manager <a href="mailto:s_bean@lwpclaims.com">s_bean@lwpclaims.com</a> Phone: 916-609-3611	Third-Party Workers' Compensation (WC) Administrator refer to Team Contacts for specific Claim Adjuster's contact information.  Report new <b>WC Claims</b> to: FROI@lwpclaims.com
<b>CLAIMS ADMINISTRATION LIABILITY</b>	<b>Brian Davis – Liability Claims Team Lead</b> (916) 746-8832 <a href="mailto:brian.davis@sedgwick.com">brian.davis@sedgwick.com</a>	Third-Party Liability Administrator refer to Sedgwick Who's Who for specific Claims Adjuster's contact information. <b>Report New Liability claims to:</b> <a href="mailto:7374NCCSIF@sedgwick.com">7374NCCSIF@sedgwick.com</a>





# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

OTHER COVERAGE PROVIDERS		
SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
<b>PRISM</b> <b>Excess Workers' Compensation Coverage</b>  Wide variety of risk control services and resources.	<a href="https://www.prismrisk.gov">https://www.prismrisk.gov</a>  <b>Telephone:</b> (916) 850-7300 <b>Fax:</b> (916) 850-7800 <b>Crisis Incident Management Hotline:</b> (916) 850-7700  <a href="#">Rick Brush</a> , Chief Member Services Officer <a href="#">Maria Williams</a> , Senior Member Services Specialist	<ul style="list-style-type: none"> <li>▪ Risk Control Toolbox  <a href="https://www.prismrisk.gov/services/risk-control/toolbox/">https://www.prismrisk.gov/services/risk-control/toolbox/</a> </li> <li>▪ Training  <a href="https://www.prismrisk.gov/services/risk-control/training/">https://www.prismrisk.gov/services/risk-control/training/</a> </li> <li>▪ Partner Program Services  <a href="https://www.prismrisk.gov/services/risk-control/partner-programs/">https://www.prismrisk.gov/services/risk-control/partner-programs/</a> </li> </ul>
<b>Safety National Risk Control Services for Liability Members</b>	<b><u>Free Training Resources</u></b> <ul style="list-style-type: none"> <li>• <a href="#">SafetySkills</a> – aka “Safety Training Source” This is an online Learning Management System (LMS) with 1100+ courses.</li> <li>• <a href="#">Safety Source</a> –This is a online video on demand safety training library (Video on Demand).</li> <li>• <a href="#">Q Safety</a> Online driving simulation courses that use gamification.               <ul style="list-style-type: none"> <li>○ <a href="#">Safety: Emergency Responder Vehicle Education (S:ERVE)</a></li> <li>○ <a href="#">Distracted</a> Driving (30 min) &amp; Defensive Driving (3.5 hours)</li> </ul> </li> </ul> <b><u>Free Assessment Tool</u></b> <a href="#">Office Ergonomics Solution</a> . Helps employees assess and improve their own workstations	<ul style="list-style-type: none"> <li>▪ Link to Register for Resources  <a href="https://www.safetynational.com/map-client-services/map-client-services-registration/?segment=publicentity">https://www.safetynational.com/map-client-services/map-client-services-registration/?segment=publicentity</a> </li> </ul>



## RESOURCE CONTACT GUIDE

### SERVICE PROVIDERS AND VENDOR MATRIX

<b>Vector Solutions</b> Web-based training resources available through partnership with PRISM.	<a href="https://www.prismrisk.gov/services/risk-control/training/vector-solutions/">https://www.prismrisk.gov/services/risk-control/training/vector-solutions/</a>	<ul style="list-style-type: none"> <li>▪ Web-based Courses*</li> <li>▪ Records Management</li> </ul> <p><i>*PRISM members can access the standard course library at no cost. However, there is a cost to the member for the premium content listed under "Additional Courses"</i></p>
<b>CJPRMA (California Joint Powers Risk Management Authority)</b> <b>Excess Liability Coverage</b>	<a href="http://www.cjprma.org/">http://www.cjprma.org/</a> Tony Giles - General Manager Office: (925) 290-1316 Email: <a href="mailto:tony@cjprma.org">tony@cjprma.org</a>	<ul style="list-style-type: none"> <li>▪ Training provided on a variety of Liability-related Topics</li> <li>▪ Special Events Coverage</li> <li>▪ Belfor Property Restoration Master Contract</li> </ul>
<b>APIP - Alliant Property Insurance Program</b>	Contact Marcus Beverly, Alliant Insurance Services, for questions.	<ul style="list-style-type: none"> <li>▪ Webinars - Property Risk Management Topics</li> <li>▪ Insured property appraisals</li> </ul> <p><b>Boiler and Machinery coverage</b> and services are provided through member participation in APIP.</p> <p>Coverage includes state required jurisdictional inspections.  Contact = David Kear CEA, MBA <a href="mailto:david_kear@hsb.com">david_kear@hsb.com</a>  Telephone: (860) 722-5231 Fax: (860) 722-5530</p> <p>➤ Useful information specific to equipment care, operating logs, and maintenance fact sheets on the website <a href="http://www.hsb.com">www.hsb.com</a> which has several resources available under the 'Knowledge Center' tab.</p>
<b>Beazley Breach Solutions Risk Management Portal (APIP Members only)</b>  Cyber Risk Management Resources	<a href="http://www.beazleybreachsolutions.com">www.beazleybreachsolutions.com</a> Please reach out to Jenna Wirkner ( <a href="mailto:Jenna.Wirkner@alliant.com">Jenna.Wirkner@alliant.com</a> ) (to get connected to the site. At a minimum, we will need the person's name, the name of their corresponding organization, and their work-issued email addresses (personal email addresses won't work).	The Portal contains a lot of useful cyber risk management information, including best practices, training, response plans, tabletop exercises, and what to do before, during and after a cyber-attack.



## RESOURCE CONTACT GUIDE

### SERVICE PROVIDERS AND VENDOR MATRIX

<b>Lexipol</b> Law Enforcement and Fire Risk Management	<a href="http://www.lexipol.com">www.lexipol.com</a>  Brian Owens Strategic Partnerships Manager Office: (469) 598-0227 Mobile: (801) 588-9793 Email: <a href="mailto:bowens@lexipol.com">bowens@lexipol.com</a>	<i>Master contract with NCC and included in admin fee</i> <ul style="list-style-type: none"><li>▪ Police Risk Management Policies and Procedures</li><li>▪ Daily Training Bulletins</li><li>▪ Fire Dept. Policies &amp; Training (*additional member cost)</li></ul>
<b>CalTIP - California Transit Indemnity Pool</b> Self-insurance program for public transit operators	Bill Taylor, Sedgwick Mobile: (916) 204-0030 Email: <a href="mailto:bill.taylor@sedgwick.com">bill.taylor@sedgwick.com</a> Website: <a href="http://www.caltiponline.org/">http://www.caltiponline.org/</a>	<ul style="list-style-type: none"><li>▪ Transit Specific Risk Management Resources for Member Cities (Auburn and Dixon)</li></ul>



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

### CONTRACTED VENDOR SERVICES (additional member cost)

VENDOR SERVICES	CONTACT INFORMATION	SERVICES PROVIDED
<b>Actuarial Services</b>	<b>Bickmore Actuarial</b> <a href="https://www.bickmoreactuarial.net/">https://www.bickmoreactuarial.net/</a> Mike Harrington <a href="mailto:mharrington@bickmoreactuarial.net">mharrington@bickmoreactuarial.net</a>	<ul style="list-style-type: none"> <li>• Reserve Analysis</li> <li>• Cost allocation</li> <li>• Benchmarking Studies</li> <li>• Self-insured Retention Studies</li> </ul>
<b>ADA Compliance</b>	<b>Sally Swanson Architects</b> 500 Sansome Street, Suite 410 San Francisco, CA 94111 415.445.3045 <a href="https://swanarch.com/">https://swanarch.com/</a>	<ul style="list-style-type: none"> <li>• <a href="#">Access Training »</a></li> <li>• <a href="#">Accessibility Master Planning »</a></li> <li>• <a href="#">Architectural Design Upgrades and Mitigation »</a></li> <li>• <a href="#">Emergency Preparedness and Response »</a></li> <li>• <a href="#">Litigation Support and Expert Witness Services »</a></li> <li>• <a href="#">On-Call Technical Assistance »</a></li> <li>• <a href="#">Plan Review and Inspection Services »</a></li> <li>• <a href="#">Physical Access Compliance Survey, Paths of Travel »</a></li> <li>• <a href="#">Polling Sites Surveys »</a></li> <li>• <a href="#">Self-Evaluations »</a></li> <li>• <a href="#">Transition Plans »</a></li> </ul>
<b>ADA Compliance</b>	<b>SZs Consulting Group Sacramento Office</b> 770 L Street, Suite 950 Sacramento, CA 95814 Tel: 916.669.8750 fax: 866.670.4961 <b>Email:</b> <a href="mailto:info@szs.engineering">info@szs.engineering</a> <b>Website:</b> <a href="https://www.szs.engineering/">https://www.szs.engineering/</a>	<ul style="list-style-type: none"> <li>• Building Evaluations <ul style="list-style-type: none"> <li>• ADA/Access Assessments</li> <li>• ADA Transition Plans &amp; Self-Evaluations, including updates to existing plans</li> <li>• Accessibility Master Plans</li> <li>• Peer Review</li> </ul> </li> <li>• Training <ul style="list-style-type: none"> <li>• Litigation Assistance</li> </ul> </li> </ul>



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

### CONTRACTED VENDOR SERVICES (additional member cost)

VENDOR SERVICES	CONTACT INFORMATION	SERVICES PROVIDED
<b>Aquatics Risk Management</b>	<b>Total Aquatic Management (TAM)</b> <a href="http://www.totalaquaticmanagement.webs.com">www.totalaquaticmanagement.webs.com</a> Jim Wheeler Office: (510) 523-3155 Email: <a href="mailto:jim@totalaquaticmanagement.com">jim@totalaquaticmanagement.com</a>	<ul style="list-style-type: none"> <li>• Aquatic Safety services</li> <li>• Facility, Staff and Operations Auditing</li> <li>• Certified Pool Operator (CPO) Trainings</li> <li>• Lifeguard and Supervisor Training</li> <li>• Investigation and Expert Witness Services</li> </ul>
<b>Arborist</b>	<b>Gordon Mann - Consulting Arborist</b> Mann Made Resources 10556 Combie Road Auburn, CA 95602 Cell: (650) 740-3461 Email: <a href="mailto:gordon@mannandtrees.com">gordon@mannandtrees.com</a> website: <a href="https://mannandtrees.com/">https://mannandtrees.com/</a>	<ul style="list-style-type: none"> <li>• Diagnosis of Tree and Landscape Problems</li> <li>• Insect and Disease Identification and Management</li> <li>• Municipal Ordinance Development</li> <li>• Training and Education</li> <li>• Tree Plant Inventories</li> <li>• Tree Protection for Construction Projects</li> <li>• Tree Risk Assessments and Surveys</li> </ul>
<b>Biohazard Remediation &amp; Disinfecting</b>	<b>Forensiclean</b> <a href="https://forensiclean.com/">https://forensiclean.com/</a> (916) 812-2010 <a href="mailto:info@forensiclean.com">info@forensiclean.com</a>	<ul style="list-style-type: none"> <li>• Biohazard Remediation and Disinfecting Services</li> <li>• Homeless encampment cleanup</li> </ul>
<b>Cybersecurity &amp; Infrastructure Security Agency (CISA)</b>  <b>Cyber Resource Hub</b>	<a href="https://www.cisa.gov/cyber-resource-hub">https://www.cisa.gov/cyber-resource-hub</a>	Highly recommended federal government site with FREE tools and resources for protecting cities and other critical infrastructure from cyber-attacks.
<b>Cyber Risk Management</b>	<a href="https://www.besewersmart.com/nccsif-cyber">https://www.besewersmart.com/nccsif-cyber</a>	<i>Free cyber resources for NCC members</i> <ul style="list-style-type: none"> <li>• Minimum Security Standards</li> <li>• Real Time Cyber Threat Map</li> </ul> Water & Wastewater risks and resources



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

### CONTRACTED VENDOR SERVICES (additional member cost)

VENDOR SERVICES	CONTACT INFORMATION	SERVICES PROVIDED
<b>Driver Assessment &amp; Training Program</b>	<b>Vector Solutions Driver Program</b> <a href="https://www.prismrisk.gov/services/risk-control/training/vector-solutions/">https://www.prismrisk.gov/services/risk-control/training/vector-solutions/</a>	PRISM Partner Program This innovative assessment application and 12-course bundle are offered to PRISM members at no additional charge. This cutting-edge interactive program consists of a competency-based assessment, 12 skill-building courses, and 3-dimensional animation.
<b>Drug &amp; Alcohol Testing</b>	<b>Datco Services Corporation</b> <a href="https://www.datcoservices.com/">https://www.datcoservices.com/</a> 2280 Grass Valley Highway Suite 232 Auburn, CA 95603 530-268-8101 (800) 95-DATCO (32826)	<ul style="list-style-type: none"> <li>• DOT Employer Compliance</li> <li>• Consulting &amp; Reporting</li> <li>• Training</li> <li>• Administration</li> <li>• Background Checks</li> </ul>
<b>Emergency Response Training</b>	<b>Industrial Emergency Council</b> <a href="https://iectraining.org/">https://iectraining.org/</a> 1301 Shoreway Road Suite 375 Belmont, CA 94002 Phone: (650) 508-9008	<ul style="list-style-type: none"> <li>• Hazardous Materials Education and Response</li> <li>• Technical Rescue</li> <li>• Confined Space Awareness</li> <li>• Aircraft Rescue &amp; Firefighting (ARFF)</li> <li>• Fire Service Supervision and Management</li> <li>• Incident Command System</li> <li>• Marine Rescue and Vessel Operation</li> <li>• Emergency Response Team (ERT) education</li> </ul>
<b>Engineering - Consulting Services</b>	<b>California Engineering Company, Inc.</b> 1110 Civic Center Blvd. Ste. 404 Yuba City, CA 95993 Email: <a href="mailto:Swartz@cecusa.net">Swartz@cecusa.net</a>	<ul style="list-style-type: none"> <li>• Civil Engineering</li> <li>• Land Surveying</li> <li>• Grant Funding Procurement</li> <li>• Construction Administration</li> </ul>



# RESOURCE CONTACT GUIDE

## SERVICE PROVIDERS AND VENDOR MATRIX

	(530) 751-0952 <a href="https://www.cecusa.net/">https://www.cecusa.net/</a>	<i>Referred by Yuba City for consulting engineering services</i>
CONTRACTED VENDOR SERVICES (additional member cost)		
VENDOR SERVICES	CONTACT INFORMATION	SERVICES PROVIDED
Employee Assistance Program	<b>ACI Specialty Benefits Corporation</b> 6480 Weathers Place, Suite 300 San Diego, CA 92121 Main: (800) 932-0034 Fax: (858) 452-7819 <a href="http://www.acieap.com">www.acieap.com</a>  Sasha Abrahms, Account Manager Office: (858) 736-3976 Email: <a href="mailto:sabrahms@acieap.com">sabrahms@acieap.com</a> <b>34<sup>th</sup> Street Consulting</b> <a href="https://www.34thstreetconsulting.com/">https://www.34thstreetconsulting.com/</a> Gerry Preciado (866) 304-7722	<b>Services offered at an additional cost:</b> <ul style="list-style-type: none"> <li><b>Employee Assistance Program (Additional cost to members)</b> Employees and their family members can receive up to three counseling visits per year. The family members do not need to be within the same residence. The visits are considered short-term resolution. If the person needs additional counseling, ACI will help them transition into their private insurance plan.</li> <li><b>Legal and Financial Services (Additional cost to members)</b> Employees and their family members have unlimited access to telephonic legal and financial services.</li> </ul>
Employment Practices Training	<b>34th Street Consulting</b> <a href="https://www.34thstreetconsulting.com/">https://www.34thstreetconsulting.com/</a> Gerry Preciado (866) 304-7722	<ul style="list-style-type: none"> <li>Handling Conflict</li> <li>Leadership Development</li> <li>Workplace Culture</li> </ul>
Hearing Testing – Mobile Service	<b>Center for Hearing Health</b> <a href="https://www.centerforhearinghealth.com/">https://www.centerforhearinghealth.com/</a> 530-888-9977 Trent Lubiens <a href="mailto:trent@centerforhearinghealth.com">trent@centerforhearinghealth.com</a>	<ul style="list-style-type: none"> <li>Mobile Hearing Testing</li> <li>Noise Survey</li> <li>Employee Training</li> <li>Respiratory Protection Program</li> </ul>



## RESOURCE CONTACT GUIDE

### SERVICE PROVIDERS AND VENDOR MATRIX

<b>Janitorial Services</b>	<b>City Wide Property Services, Inc.</b> <a href="https://citywideps.com/">https://citywideps.com/</a> 3054 Gold Canal Drive Rancho Cordova CA 95670 916.714.592	<ul style="list-style-type: none"> <li>• Pressure Washing</li> <li>• Sweeping</li> <li>• Porter Services</li> <li>• Landscaping</li> <li>• Tech Service</li> </ul>
<b>CONTRACTED VENDOR SERVICES (additional member cost)</b>		
<b>VENDOR SERVICES</b>	<b>CONTACT INFORMATION</b>	<b>SERVICES PROVIDED</b>
<b>Janitorial Services</b>	<b>Peerless Building Maintenance</b> <a href="https://www.peerlessbuildingmaintenance.com/">https://www.peerlessbuildingmaintenance.com/</a> 4665 Mountain Lakes Blvd. Redding, CA 96003 (530) 222-6369	<ul style="list-style-type: none"> <li>• Janitorial Services</li> <li>• Carpet Cleaning</li> <li>• Window Washing</li> <li>• Pressure Washing</li> <li>• Steam Cleaning</li> </ul>
<b>Media Relations &amp; Crisis Communication</b>	<b>Cole Pro Media</b> <a href="https://www.colepromedia.com/">https://www.colepromedia.com/</a> Laura Cole <a href="mailto:lc@colepromedia.com">lc@colepromedia.com</a> 3069 Alamo Dr #122, Vacaville, CA 95687 707.724.8089  <b>On retainer by NCC</b>	<i>Master contract with NCC for videos of critical incidents</i> <ul style="list-style-type: none"> <li>• Social post construction and formatting.</li> <li>• Crisis communications, mainly how to address sensitive subjects with grace and transparency.</li> <li>• Proper techniques to work effectively with reporters and the best practices during a crisis.</li> <li>• Critical Incident Videos</li> </ul>
<b>Pre-employment Medical Services</b>	Occu-Med <a href="http://www.occu-med.com">www.occu-med.com</a> Office: (559) 435-2800	<ul style="list-style-type: none"> <li>• Pre-placement Medical Exams</li> <li>• Fitness-For-Duty and Return-To-Work Evaluations</li> <li>• Job Analysis</li> </ul>



## **RESOURCE CONTACT GUIDE**

### **SERVICE PROVIDERS AND VENDOR MATRIX**

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## NCCSIF General Liability Team Contacts

**Brian Davis**

Team Lead, Claims

[brian.davis@sedgwick.com](mailto:brian.davis@sedgwick.com)

Phone: 916.746.8832

**Summer Simpson**

Assistant Manager, Claims

[Summer.Simpson@Sedgwick.com](mailto:Summer.Simpson@Sedgwick.com)

Phone: 916.343.0837

**Dori Zumwalt**

Client Services Director

[Dorienne.Zumwalt@Sedgwick.com](mailto:Dorienne.Zumwalt@Sedgwick.com)

Phone: 916.749.5877

**Alyssa Reese, Claims Examiner**[Alyssa.Reese@Sedgwick.com](mailto:Alyssa.Reese@Sedgwick.com)

Phone: 916.746.8802

Cell: 530.708.5506

**Kristin Echeverria, Claims Examiner**[Kristin.Echeverria @Sedgwick.com](mailto:Kristin.Echeverria @Sedgwick.com)

Phone: 916.746.6334

Cell: 916.298.7715

**Kathryn Greene, Claims Assistant**[Kathryn.Greene2@Sedgwick.com](mailto:Kathryn.Greene2@Sedgwick.com)

Phone: 916.960.0980

**Members Served**

City of Anderson  
City of Colusa  
City of Corning  
City of Auburn  
City of Folsom  
City of Gridley  
City of Lone  
City of Jackson  
City of Lincoln  
City of Marysville  
City of Oroville  
City of Red Bluff  
City of Rio Vista  
City of Rocklin  
City of Willows  
Town of Paradise

**Members Served**

City of Dixon  
City of Folsom  
City of Galt  
City of Yuba City

**Members Served**

All Members – Monitors rejected claims

**To File a New Claim**Email to [7374NCCSIF@sedgwick.com](mailto:7374NCCSIF@sedgwick.com) with cc to [Kathryn.Greene2@Sedgwick.com](mailto:Kathryn.Greene2@Sedgwick.com)**Sedgwick Mailing Address:**

P.O. Box 14433, Lexington KY 40512

FAX (844) 346-1322

**After Hours Emergency: 800.576.8492****After Hours Emergency Call-Out: 916.971.2701**

## NCCSIF Workers' Compensation Team Contacts

**Brian Esparza**

Vice President of Claims

[b\\_esparza@lwpclaims.com](mailto:b_esparza@lwpclaims.com)

Phone: 916-609-3612

**Amber Davis**

Director of Claims – Public Entities

[a\\_davis@lwpclaims.com](mailto:a_davis@lwpclaims.com)

Phone: 916-609-3654

**Stacey Bean**

Assistant Claims Manager

[s\\_bean@lwpclaims.com](mailto:s_bean@lwpclaims.com)

Phone: 916-609-3611

**TBA, starts 12/11/23**

Claims Supervisor

Phone: 916-610-1282

**Ravi Ghuman, Claims Examiner**[r\\_ghuman@lwpclaims.com](mailto:r_ghuman@lwpclaims.com)

Phone: 916-610-1856

**Amanda Jinks, Claims Examiner**[a\\_jinks@lwpclaims.com](mailto:a_jinks@lwpclaims.com)

Phone: 916-609-3655

**Ashley Rosario, Claims Examiner**[a\\_rosario@lwpclaims.com](mailto:a_rosario@lwpclaims.com)

Phone: 916-610-1851

**Members Served**

City of Folsom  
City of Lincoln  
City of Marysville  
City of Placerville

**Members Served**

City of Dixon  
City of Oroville  
City of Red Bluff  
City of Rio Vista  
City of Rocklin  
City of Yuba City

**Members Served**

City of Anderson  
City of Auburn  
City of Colusa  
City of Corning  
City Of Elk Grove  
City of Galt  
City of Gridley  
City of Ione  
City of Jackson  
City of Nevada City  
City of Willows  
Town of Paradise

**Terri Westerman**

FM Claims Examiner

[t\\_westerman@lwpclaims.com](mailto:t_westerman@lwpclaims.com)

Phone: 916-610-1351

**Members Served**

All Members –  
Future medical claims

**General LWP Contact Information:****Main Phone:** (916) 609-3600**Mailing:** PO Box 349016, Sacramento, CA 95834**General Fax:** (408) 725-0395**To file a new claim email:** [FROI@lwpclaims.com](mailto:FROI@lwpclaims.com)



## CERTIFICATE OF LIABILITY COVERAGE REQUEST FORM

**Date:** \_\_\_\_\_ **Alliant Fax:** (916) 643-2750  
**Attn:** Jenna Wirkner **Alliant Phone:** (916) 643-2741  
**Email:** Jenna.Wirkner@alliant.com  
**From:** \_\_\_\_\_ **Sender Fax:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Sender Phone:** \_\_\_\_\_  
**Dept:** \_\_\_\_\_

### CERTIFICATE HOLDER (Person or Entity Requesting the Certificate from the City):

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Attention:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Effective Date(s):** \_\_\_\_\_

### Please check the appropriate box:

Coverage Evidence Only: ☐

Additional (Insured) Covered Party: ☐ (If this box is checked, **please include a complete copy of the contract or agreement** specifically requesting additional insured status.)

When does the Contract or Agreement end? \_\_\_\_\_

### LIABILITY LIMITS REQUESTED:

Bodily Injury \$ \_\_\_\_\_  
Physical Damage \$ \_\_\_\_\_  
Combined Single Limit \$ \_\_\_\_\_

Location, date(s) and description of activities or lease:

\_\_\_\_\_  
\_\_\_\_\_

**Note:** The executed contract or lease agreement **must** be included for an Additional Covered Party or Loss Payee request. If the equipment or vehicles are leased or purchased, please provide the year, make, model, serial number and value. The documentation should clearly indicate:

1. That the requested coverage is required
2. The amount of coverage required

# Northern California Cities Self Insurance Fund

## Travel Reimbursement Expense Form

Member Representative: \_\_\_\_\_  
Entity: \_\_\_\_\_  
Payee Address: \_\_\_\_\_  
\_\_\_\_\_  
Meeting or Committee: \_\_\_\_\_  
Date of Meeting: \_\_\_\_\_  
Location of Meeting: \_\_\_\_\_  
Total Mileage: \_\_\_\_\_

Payment Made to: 


 \_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_