



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
EXECUTIVE COMMITTEE MINUTES
ZOOM TELECONFERENCE
MAY 23, 2024**

COMMITTEE MEMBERS PRESENT

Christy White, City of Anderson
Jen Leal, City of Auburn
Rachel Ancheta, City of Dixon – **Chair**
Tameka Usher, City of Rocklin
Jen Lee, City of Rio Vista- **Treasurer**
Jennifer Styczynski, City of Marysville – **Secretary**
Marti Brown, City of Willows
Spencer Morrison, City of Yuba City- **Vice Chair**

COMMITTEE MEMBERS ABSENT

Allison Garcia, City of Folsom
Sean Grayson, City of Nevada City

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Evan Washburn, Alliant Insurance Services
Brian Davis, Sedgwick

Jenna Wirkner, Alliant Insurance Services
Conor Boughey, Alliant Insurance Services
James Marta, James Marta and Co.

A. CALL TO ORDER

Chair Rachel Ancheta called the meeting to order at 10:30 a.m.

B. ROLL CALL

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

C. PUBLIC COMMENTS

D. CONSENT CALENDAR

1. Executive Committee Meeting Minutes – March 28, 2024
2. Check Register from February 1, 2024, to April 30, 2024
3. Investment Reports
 - a. Chandler Asset Management Short/Long Term - March 2024 to April 2024
 - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2024

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

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

**MOTION CARRIED
UNANIMOUSLY**

Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison

Nays: None



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E. GENERAL RISK MANAGEMENT ISSUES

Members had no discussion on General Risk Management Issues.

F. ADMINISTRATION REPORTS

F.1. President's Report

Ms. Rachel Ancheta provided the President's Report.

F.3. Program Administrator's Report.

- a. Company Nurse Enrollment
- b. Member Training Funds – request before July 1st
- c. Fireworks Reminder

Ms. Wirkner provided the Program Administrator's Report. Members were reminded about Company Nurse Enrollment, CJPRMA fireworks requirement and that member training funds need to be used before July 1st.

E. General Risk Management Issues

No comments

G.1. Risk Management Committee Report

Members discussed the Risk Management Committee Report and Cash for Safety awards.

A motion was made to recommend the Cash for Safety Grant Awards to the Board of Directors – City of Anderson 1st place, 2nd of City of Jackson and 3rd place City of Placerville.

MOTION: Jennifer Styczynski **SECOND:** Taneka Usher
Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison
Nays: None

MOTION CARRIED

G.2. FY 24/25 APIP Insurance Program Renewals

Marti Brown joined the meeting at 11:45a.m.

G.2.a. Property



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Mr. Beverly provided an update on the FY 24/25 APIP insurance program renewals for property. We should have the APIP proposal next week. The boiler and machinery deductible will increase to \$25,000 and we will have a \$100,000 water damage deductible. We provided a preliminary estimate for the property placement. We estimate a 15% increase in the rate. Mr. Beverly and Ms. Washburn discussed the appraisal proposals.

Information only.

G.2.b. Pollution

Mr. Washburn discussed the pollution renewal. All locations should be listed on your SOV if you would like them covered for pollution. You can add the location for pollution coverage only. Changes this year include \$500K sublimit for locations inadvertently left off the schedule, increased Mold Matter Deductible to \$350K (up from \$250k), sewer backup limit increased to \$2M (up from \$1M). This is a claims-made policy and any incident should be reported immediately.

Information only.

G.2.c. Cyber

Ms. Washburn discussed the cyber renewal for 24/25. It is recommended that members have MFA.

Members discussed IT resources and using MFA.

Information only.

G.3. Workers' Compensation Program update

Ms. Washburn provided an update on the Excess Workers' Compensation MOU changes. The PRISM Memorandum of Coverage (MOC) is being updated as it relates to the number of losses involving multiple "covered parties" (previously referred to as members) and the definition of occurrence. PRISM has released the draft amendments (attached). Changes to Endorsements U-3 and U-5 have been provided in red line strike-out with a summary of changes provided on page 2 of the document.

Information only.

G.4. Liability Program Update



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Mr. Beverly provided an updated on the Liability Program. The excess reinsurance is estimated to increase 30%. The employment practices sublimit is going away and the MOC is being revised to cover drones. The estimated total funding increase per member is 24% for FY 24/25.

Mr. Beverly discussed the drone program and encouraged members to insure the drones.

A motion was made to require drone coverage for member drones.

MOTION: Marti Brown **SECOND:** Spencer Morrison **MOTION CARRIED**

Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison, Brown

Nays: None

G.5. FY 24/25 Crime Coverage Renewal

Ms. Washburn discussed the FY 24/25 Crime Coverage Renewal proposal. The program has a 2% decrease in premium this year.

A motion was made to recommend the board approve the 24/25 crime proposal.

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

Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison, Brown

Nays: None

G.6. Strategic Plan Update

Mr. Beverly discussed the Strategic Plan Update for the December 12th Strategic Planning meeting. We will send out a survey ahead of time to get feedback before the meeting.

Members discussed the questions and topics for the Strategic Planning Meeting. Members discussed having a mentor program with members. Teaming up new members with current members and succession planning.

A motion was made to recommend the draft and approval of the facilitator.

MOTION: Marti Brown **SECOND:** Spencer Morrison **MOTION CARRIED**

Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison, Brown

Nays: None

G.7. FY 24/25 Administrative Budget

Ms. Washburn discussed the FY 24/25 Administrative Budget.

Information only.



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G.8. ACI Employee Assistance Program Renewal Engagement Letter

Members discussed the ACI Employee Assistance Program Renewal Engagement Letter. The Engagement Letter is for 2024-2026.

A motion was made to recommend the Board of Directors renew the agreement.

MOTION: Jennifer Styczynski **SECOND:** Jen Leal **MOTION CARRIED**
Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison, Brown
Nays: None

G.9. Nomination of Officers

Ms. Wirkner discussed the nomination of the current officers for a second term.

A motion was made to nominate the current officers for another term. The current officers are President Rachel Ancheta, Vice President, Spencer Morrison, Treasurer Jen Lee, and Secretary Jennifer Styczynski.

MOTION: Marti Brown **SECOND:** Jen Leal **MOTION CARRIED**
Ayes: White, Leal, Ancheta, Usher, Lee, Styczynski, Morrison, Brown
Nays: None

H. INFORMATION ITEMS

1. NCCSIF Organizational Chart
2. NCCSIF FY 24/25 Meeting Calendar
3. CAJPA Conference – September 10-13, 2024
4. Training: Preventing Burnout- May 29, 2024

There was no discussion on these items.

I. ADJOURNMENT

The meeting was adjourned at 11:41a.m.

Respectfully Submitted,



Jennifer Styczynski, Secretary

11-7-24
Date