

**MINUTES OF THE NCCSIF BOARD OF DIRECTORS MEETING
OCTOBER 21, 2010
CITY OF FOLSOM, POLICE DEPT TRAINING ROOM**

MEMBERS PRESENT

Andy Heath, City of Auburn
Beth Penner, City of Colusa
Steve Kimbrough, City of Corning
Bruce Cline, City of Folsom
Paula Islas, City of Galt
Kimberly Kerr, City of Ione
Michael Daly, City of Jackson
John Lee, City of Lincoln
Catrina Andes, City of Nevada City
Liz Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Tessa Pritchard, City of Nevada City
Judy LaPorte, City of Rocklin
Tim Sailsbery, City of Willows
Steve Kroeger, City of Yuba City
Gina Will, Town of Paradise

MEMBERS ABSENT

Dana Shigley, City of Anderson
Steve Johnson, City of Dixon
Karin Helvey, City of Gridley
Dixon Coulter, City of Marysville
Hector de la Rosa, City of Rio Vista

STAFF, GUESTS & CONSULTANTS

Susan Adams, Alliant Insurance Services
Marylin Kelley, Alliant Insurance Services
Mike Simmons, Alliant Insurance Services
Brian Perry, Chandler Asset Management
James Marta, James Marta & Company
Crystal Peters, Town of Paradise
Ben Berg, York Insurance Services
Craig Wheaton, York Insurance Services

A. CALL TO ORDER

The meeting was called to order at 10:37 a.m. by the Board President, Michael Daly.

B. PUBLIC COMMENTS

There were no public comments.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the agenda as posted.

MOTION: Steve Kimbrough **SECOND:** Kim Kerr **MOTION CARRIED**

D. CONSENT CALENDAR

A motion was made to approve the consent calendar as presented.

MOTION: Judy LaPorte **SECOND:** Steve Kimbrough **MOTION CARRIED**

E. COMMITTEE REPORTS

- E1. CJPRMA Board of Directors Meeting Summary – June 17, 2010**
- E2. Police Risk Management committee Draft Minutes – September 30, 2010**
- E3. Claims Committee Draft Minutes – September 28, 2010**
- E4. Executive committee Draft Minutes – September 28, 2010**
- E5. Risk Management Committee Draft Minutes – September 28, 2010**
- E6. Finance committee Meeting Minutes – September 7, 2010**

Marilyn Kelley provided a summary of the reports

F. FINANCIAL REPORTS

- F1. Approval of Quarterly Financial Report – Period Ending June 30, 2010**

Jim Marta provided an overview of the quarterly financials to the Board.

MOTION: Tim Sailsbery **SECOND:** Judy LaPorte **MOTION CARRIED**

- F2. Approval of NCCSIF Financial Audit – Year Ending June 30, 2010**

Tina Treis of Perry Smith presented the Audit to the Board for approval and acceptance.

MOTION: Dave Warren **SECOND:** Judy LaPorte **MOTION CARRIED**

- F3. Annual Shared Risk Layer Target Equity Review**

Marilyn Kelley presented a PowerPoint presentation to the Board reviewing the Target Equity ratios based on NCCSIF's audited financials as of June 30, 2010.

- F4. Chandler Asset Investment Update**

The Chandler Asset Investment report was included in the agenda packet for the Board to review. Jim Marta provided an overview to the Board.

G. ADMINISTRATION REPORTS

G1a. NCCSIF Program Administration Continuity Planning

Marylin Kelley informed the Board that she will be retiring 12/31/10. Marylin recommended that Michael Simmons and Susan Adams of Alliant take over the administration duties. Mike Simmons is very familiar with NCCSIF as he was one of the original administrators on the account and Susan Adams is the current program administrator on SCORE. The Board expressed their reluctance to let Marylin retire, she has been very valuable to their JPA.

MOTION: Steve Kimbrough **SECOND:** Judy LaPorte **MOTION CARRIED**

Judy LaPorte reluctantly "Second" the Motion.

G1b. Program Administrator Access to CSAC-EIA Website – Employee Benefits

Marylin Kelley reviewed with the Board the CSAC-EIA website and the valuable information that is on it.

G2. Claims Administrator – Report on Deductible Recoverable Program

Craig Wheaton addressed the Board on the success the City of Folsom has experience from the Deductible Recoverable Program and that this program is available to all members. This program attempts to recover from 3rd parties, the cost or repairing or replacing city property, i.e., stop sign or lamp post that is knocked down in an accident. The typical cost is \$350 per claim and York will subrogate against the 3rd party or their insurance carrier for this recovery.

H. JPA BUSINESS

H1. Approval of Resolution 2010-02 Delegating Authority to Program Administrator to Act on Behalf of NCCSIF With CSAC-EIA

Marylin Kelley recommended to the Board that this resolution be approved reflecting NCCSIF Program Administrator rather than a specific person. This resolution authorizes the Program Administrator to Act on Behalf of NCCSIF with CSAC-EIA.

MOTION: Tim Sailsbery **SECOND:** Bruce Cline **MOTION CARRIED**

H2. Approval of Updates to Policy and Procedure A-9, *Defense Counsel Selection*

This motion was to approve the recommendations of the Executive Committee as respects updating the Defense Counsel Selection, both adding and deleting attorney listings.

MOTION: Bruce Cline **SECOND:** Kim Kerr **MOTION CARRIED**

H3. NCCSIF Revised December 2010 and 2011 Meeting Calendar Proposed Dates

The Board approved the proposed meeting calendar which was updated so it is not in conflict with CJPRMA Meeting dates in 2011.

MOTION: Steve Kroeger **SECOND:** Tim Sailsbery **MOTION CARRIED**

H4. Request for Safety Grant Project Pre-Funding

The Board approved allowing the City of Galt to obtain additional funds to use for an ADA study. These additional funds would be offset by future Safety Grants.

MOTION: Bruce Cline **SECOND:** Dave Warren **MOTION CARRIED**

H5. Review and Approval of Revised NCCSIF Investment Policy

Staff reviewed the proposed revised NCCSIF Investment policy which was reviewed by James Marta and Company and Chandler Asset Management. The policy must be reviewed and approved annually. A few recommended changes were presented to the Board and approved.

MOTION: Steve Kroeger **SECOND:** Paula Islas **MOTION CARRIED**

I. INFORMATION ITEMS

- I1. CSAC Excess Insurance Authority Annual Public entity Membership Meeting – November 3, 2010**
- I2. CAJPA Key Bill Status Report – October 1, 2010**
- I3. PARMA Conference 2011**
- I4. NCCSIF Resource Contact Guide – October 2010**

Marilyn Kelley, discussed each of the above information items with the Board. There were no further questions.

J. ADJOURNMENT

The meeting was adjourned at 1:33 p.m.