



President
Mr. Dave Warren
City of Placerville

Vice President
Ms. Liz Ehrenstrom
City of Oroville

Treasurer
Mr. Tim Sailsbery
City of Willows

Secretary
Ms. Astrida Trupovnieks
City of Lincoln

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND EXECUTIVE COMMITTEE MEETING AGENDA

Date: Thursday, May 17, 2018
Time: 11:30 a.m. (lunch available at 11:00 a.m.)

A – Action
I – Information

Location: Rocklin Event Center - Garden Room
2650 Sunset Blvd.
Rocklin, CA 95677

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

MISSION STATEMENT

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

A. CALL TO ORDER

B. APPROVAL OF AGENDA AS POSTED A 1

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

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

- pg. 5 1. Executive Committee Meeting Minutes - March 22, 2018
- pg. 13 2. Check Register from March 1, 2018 to April 30, 2018
- pg. 15 3. Investment Reports
 - a. Chandler Asset Management Short/Long Term - March 2018 to April 2018
 - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2018
 - c. Treasurer’s Report as of March 31, 2018
- pg. 32 4. Risky Business Pros Claims Auditing Services Agreement for Liability
- pg. 33 Program

E. ADMINISTRATION REPORTS I

- 1. **President’s Report 4**
Dave Warren will address the Committee on items pertaining to NCCSIF.



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- 2. **Program Administrator’s Report** **4**
Alliant will update the Committee on matters pertinent to NCCSIF.
 - a) CJPRMA General Manager Recruitment
 - b) Property Program Appraisal Services Request for Proposal

F. JPA BUSINESS

- pg. 35 1. **Lexipol Fire Subscription Services Memorandum of Understanding** **A 1**
The Committee will review and may approve the fire subscription services MOU.
- pg. 39 2. **Lexipol Police Manual Updates and Daily Training Bulletins Memorandum of Understanding** **A 1**
The Committee will review and may approve a renewal of the Lexipol contract.
- pg. 43 3. **Police Risk Management Grant Funds and Usage** **A 1**
The Committee will review and may approve the proposed budget allocation and use of the funds
- pg. 45 4. **FY 18/19 NCCSIF Administration Budget** **I 1**
The Committee will review and may recommend the Preliminary Admin budget.
- pg. 48 5. **Service Provider Contracts Renewal Date** **A 4**
The Committee will review the status of current contracts and provide direction regarding possible change in renewal dates.
- pg. 50 6. **Round Table Discussion** **I 4**
The floor will be open to Executive Committee members for any topics or ideas that members would like to address.

G. INFORMATION ITEMS **I 1**

- pg. 52 1. NCCSIF Organizational Chart
- pg. 53 2. NCCSIF 2018 Meeting Calendar
- pg. 54 3. NCCSIF Travel Reimbursement Form

ADJOURNMENT

UPCOMING MEETINGS

- Risk Management Committee Meeting - June 14, 2018
- Board of Directors Meeting - June 14, 2018
- Police Risk Management Committee Meeting - August 2, 2018
- Claims Committee Meeting - September 27, 2018
- Executive Committee Meeting - September 27, 2018



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

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

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



Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

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

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

FISCAL IMPACT: None.

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

ATTACHMENT(S):

1. Executive Committee Meeting Minutes - March 22, 2018
2. Check Register from March 1, 2018 to April 30, 2018
3. Investment Reports
 - a. Chandler Asset Management Short/Long Term - March 2018 to April 2018
 - b. Local Agency Investment Fund (LAIF) Report as of March 31, 2018
 - c. Treasurer's Report as of March 31, 2018
4. Risky Business Pros Claims Auditing Services Agreement for Liability Program



**MINUTES OF THE
NCCSIF EXECUTIVE COMMITTEE MEETING
ROCKLIN EVENT CENTER, ROCKLIN, CA
MARCH 22, 2018**

COMMITTEE MEMBERS PRESENT

Liz Cottrell, City of Anderson	Gina Will, Town of Paradise
Kristina Miller, City of Corning	Dave Warren, City of Placerville (Chair)
Astrida Trupovnieks, City of Lincoln	Sandy Ryan, City of Red Bluff
Liz Ehrenstrom, City of Oroville	Tim Sailsbery, City of Willows

COMMITTEE MEMBERS ABSENT

Juan Solis, City of Gridley

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services	James Marta, James Marta & Company
Raychelle Maranan, Alliant Insurance Services	Dori Zumwalt, York Risk Services

A. CALL TO ORDER

Chair Dave Warren called the meeting to order at 10:06 a.m.

B. INTRODUCTIONS

Introductions were made and the above-mentioned members were present constituting a quorum.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

Motion: Liz Ehrenstrom	Second: Gina Will	Motion Carried
Ayes: Cottrell, Trupovnieks, Ehrenstrom, Will, Warren, Ryan		

D. PUBLIC COMMENTS

There were no public comments.

E. CONSENT CALENDAR

1. Executive Committee Meeting Minutes - September 28, 2017
2. Executive Committee Special Meeting Minutes - December 19, 2017
3. Check Register from December 1, 2017 to February 28, 2018
4. Investment Reports
 - a. Chandler Asset Management Short/Long Term - December 2017 to February 2018
 - b. Local Agency Investment Fund (LAIF) Report as of December 31, 2017
 - c. Treasurer's Report as of December 31, 2017
5. FY 17/18 CSAC EIA Member Annual Report

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

Motion: Liz Ehrenstrom

Second: Gina Will

Motion Carried

Ayes: Cottrell, Trupovnieks, Ehrenstrom, Will, Warren, Ryan

F. ADMINISTRATION REPORTS

F.1. President's Report

Chair Warren welcomed new committee member, Juan Solis of City of Gridley, and long-time board member, Gina Will of Town of Paradise, back on the Executive Committee.

F.2. CJPRMA Update

Ms. Astrida Trupovnieks, Board Representative to CJPRMA, updated the Committee on one of CJPRMA's (Excess Liability carrier for NCCSIF) members, City of Vallejo. Due to Vallejo's high loss exposures the city was forced to a higher self-insured retention which is not feasible for the City. Therefore, Vallejo is leaving the pool and the impact would not have a major effect on the program's funding as CJPRMA settled their high dollar claims. Mr. Marcus Beverly confirmed that the City of Vallejo has been accepted to the CSAC EIA GL Program 2.

CJPRMA is recruiting for Assistant General Manager and that incumbent will assume the General Manager role once David Clovis retires in October.

F.3. Program Administrator's Report

Mr. Beverly had no items to report.



G. JPA BUSINESS

G.1. FY 18/19 Actuarial Studies of the Self Insured Programs

G.1.a. Workers' Compensation Program

Mr. Beverly noted that Mike Harrington will present the Actuarial Reports to the full Board at the April meeting.

Mr. Beverly reviewed the draft FY 18/19 Actuarial Study of the Workers' Compensation program. The total recommended funding for banking and shared risk layers is \$9,440,000 at the current 75% CL. Overall, the rates have decreased 3.1%, from \$4.434 to \$4.295, with a 2.3% decrease in the Banking Layer and a 4.7% decrease for the Shared Layer.

Kristina Miller arrived at 10:16 a.m.

Mr. Beverly noted the FY 18/19 rate at the 80% Confidence Level (CL) is \$4.475, \$0.041 or 0.9%, above the current 75% CL rate, and is a good opportunity to increase the funding CL.

Tim Sailsbery arrived at 10:23 a.m.

A motion was made to accept the Draft Actuarial Studies of the Self Insured Workers' Compensation Program and to finalize the report for presentation to the Board of Directors.

Motion: Liz Ehrenstrom **Second:** Kristina Miller **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.1.b. Liability Program

Mr. Beverly reviewed the draft FY 18/19 Actuarial Study of the Liability program. The total recommended funding for banking and shared risk layer is \$3,931,000 at the current 75% CL, just \$54,000 above the funding of \$3,877,000 for FY 17/18. The rate at the 75% CL is \$2.318 per \$100 of payroll, compared to \$2.380 last year, a decrease of 2.6%. While the rate decreased, the total funding increased due to increased payroll.

Mr. Beverly noted the FY 18/19 rate at the 80% CL is \$2.49, just \$0.11 (4.8%) above the current rate of \$2.38 at the 75% CL.

A motion was made to accept the Draft Actuarial Studies of the Self Insured Liability Program and to finalize the report for presentation to the Board of Directors.

Motion: Liz Ehrenstrom **Second:** Gina Will **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.2. Workers' Compensation Program

G.2a. Annual Banking Plan Adjustments - James Marta & Company

Mr. James Marta reviewed the plan adjustment calculation for the Workers' Compensation Banking Layer and noted that there are refunds available to the members who are in a positive position. The Net Equity above the pool is ten times the \$100,000 Self Insured Retention (SIR) and 90% confidence level in excess of the outstanding liabilities. The total dividend is \$1,562,520 which represents 35% of the available net position, and the total assessments is \$188,760 which represents 20% of the amount for those members who fell below the required funding. The cities in deficit are: Cities of Oroville, Red Bluff, Yuba City and Town of Paradise.

After review and discussion, a motion was made to approve the 35% Banking Layer refund from the Workers' Compensation program for eligible members and 20% assessment to those members who fell below the required funding per the Policy and Procedure A-1 Banking Plan Adjustments.

Motion: Liz Ehrenstrom **Second:** Tim Sailsbery **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.2.b. Annual Shared Risk Plan Adjustments - Alliant Insurance Services

Mr. Beverly reviewed the plan adjustment calculation for the Workers' Compensation Shared Risk Layer and noted that the fund has \$1,562,000 in excess of the minimum required assets, defined as the lesser of total assets less outstanding liabilities at the 90% Confidence Level or Net Position of five times the SIR of \$400,000 (\$2,000,000). The Shared Layer refund should be limited to 50%, or \$781,000 per the policy and procedure.

After review and discussion, a motion was made to approve the 50% Shared Risk Layer refund from the Workers' Compensation program per the Policy and Procedure A-12, Shared Risk Layer Plan Fund Adjustments.

Motion: Astrida Trupovnieks **Second:** Kristina Miller **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.2.c. FY 18/19 Deposit Premium Calculations

Mr. Beverly reviewed the FY 18/19 Deposit Premium calculation at 75% and 80% CL for comparison:

- Total funding at the 75% CL - is estimated at \$11,672,129 compared to \$11,568,170 for FY 17/18, an increase of 0.9%. Given the rate has decreased, the overall increase is due to increased payroll of 4.3%



Mr. Marta suggested for the Finance Committee to revisit the funding ratio adjustment to exclude the recent five years in the equity calculation due to loss development of claims.

After review and discussion, a motion was made to not take action.

Motion: Tim Sailsbery **Second:** Kristina Miller **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.3.c. FY 18/19 Deposit Premium Calculations

Mr. Beverly reviewed the FY 18/19 Deposit Premium calculation at 75% and 80% CL for comparison:

- Total funding at the 75% CL - is estimated at \$5,792,599 compared to \$5,605,674 for FY 17/18, an increase of 3.3%. Payroll for the liability program increased by 3.5%, accounting for all of the funding increase. One member exceeded the 25% cap slightly.
- Total funding at the 80% CL - is estimated at \$6,091,599, an increase of 8.7% over FY 17/18 funding at the 75% CL. The increase from a 75% to 80% CL for FY 18/19 funding is \$299,000, or 5.2%. One member is capped at 28%, to adjust the 25% cap to the higher CL.

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

Motion: Sandy Ryan **Second:** Liz Cottrell **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.4. FY 18/19 NCCSIF Administration Budget

Mr. Beverly provided an overview of the preliminary FY 18/19 Administration Budget. The budget increases for service providers are based on current contracts. One significant increase is the State Funding/Fraud Assessment by 18% from the actual expense for FY 17/18. It was noted that two items: Lexipol Fire Services and Property Appraisal Services are not part of the admin budget and cost for these items will be allocated to participating members only. Overall, the budget increase is 4% over last year's budget without the State Funding increase.

Information only, no action taken.

G.5. Claims Committee Membership Appointment

The Executive Committee appointed the following members to serve on the Claims Committee for 2018:

1. Liz Cottrell, City of Anderson



2. Liz Ehrenstrom, City of Oroville
3. Gina Will, Town of Paradise
4. Dave Warren, City of Placerville
5. Tim Sailsbery, City of Willows

A motion was made to approve the five Executive Committee members to serve on the 2018 Claims Committee.

Motion: Tim Sailsbery **Second:** Liz Ehrenstrom **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.6. Fire Department Guidelines and Training Options

Mr. Beverly indicated that Program Administrators obtained quotes from Lexipol and TargetSolutions for Fire Services training as a result of members' interested in the service. Members will receive a significant discount if NCCSIF pays for the service and allocates the cost to the subscribing members. It was noted to add City of Corning to the list, correction on the number of volunteers for City of Willows to 10 and number of full time fire fighters for cities of Red Bluff and Lincoln are less than what's reflected on the pricing quote summary. NCCSIF members have free access to TargetSolutions standard trainings and can use CSAC EIA discounted rates for the premium trainings. Given the additional services provided by Lexipol similar to Lexipol Policy Service for the police departments, it makes sense to proceed with group agreement.

A motion was made to enter a group contract with Lexipol Fire Subscription Services and allocate cost to the subscribing members.

Motion: Tim Sailsbery **Second:** Liz Ehrenstrom **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.7. Review of Strategic Goals

Mr. Beverly reviewed the goals the Board established from the Long-Range Planning meeting in December 2017. Some are progressing relatively quickly in achieving the goals such as funding at 80% Confidence Level for both the Liability and Workers' Compensation Programs for FY 18/19. This is pending Board approval at the April 26, 2018 meeting

Information only, no action taken.

G.8. Active Shooter Liability Program Sublimit Option

Mr. Beverly reviewed the proposed endorsement to the Liability Memorandum of Coverage (MOC) adding Active Shooter Coverage. This new exposure has created coverage for Active Shooter that is now being offered commercially, but is tailored to the needs of insureds who have

an incident occur on their property. The recommended endorsement language is based on similar language found in the parametric insurance policies. Members have access to their Banking Layer after an Active Shooter event with an additional payment of \$50,000 from the Shared Risk Layer. It does not require members to provide any documentation of having paid an extraordinary amount of extra expense. The intent is immediate payment to the member after a triggering event similar to parametric coverage.

The consensus of the Committee is to prove the loss to justify additional payment from the Shared Risk Layer.

A motion was made to move forward with the Active Shooter coverage adding language requiring proof of loss prior to expanding coverage to the Shared Layer and present to the Board for consideration at the April meeting.

Motion: Liz Ehrenstrom **Second:** Gina Will **Motion Carried**
Ayes: Cottrell, Miller, Trupovnieks, Ehrenstrom, Will, Warren, Ryan, Sailsbery

G.9. Round Table Discussion

Ms. Kristina Miller brought up concerns with ACI EAP referral in Chico area. Mr. Beverly indicated will address the issue with ACI immediately.

H. INFORMATION ITEMS

1. NCCSIF Organizational Chart
2. NCCSIF 2018 Meeting Calendar
3. NCCSIF Travel Reimbursement

There was no discussion on these items.

I. ADJOURNMENT

This meeting was adjourned at 12:15 p.m.

NEXT MEETING DATE: May 17, 2018 in Rocklin, CA

Respectfully Submitted,

Astrida Trupovnieks, Secretary

Approval Date

Company Name: NCCSIF
Report Name: Check Register
Created On: 5/8/2018

Check	Date	Vendor	Account Title	Acct	Amount	Memo
11318	3/7/2018	York	Claims Admin - Monthly	52300	47,278.75	Monthly Claims Administration Fee
11319	3/7/2018	Gibbons and Conley	Legal Services	52103	262.50	January 2018 General Matters
11320	3/7/2018	James Marta and Company LLP	Accounting Services	52403	8,215.00	Monthly Accounting Services
11321	3/7/2018	Alliant Insurance Services	Program Admin Fee	52401	25,292.08	Monthly Consulting Services
11322	3/7/2018	Bickmore Risk Services Inc.	On Site	52204	14,726.66	Safety and Risk Control Services
11323	3/7/2018	York Risk Services Group, Inc.	Claims Admin - Liabilit	51135	27,318.79	Feb 2018 Liab Service Fees
11324	3/7/2018	Chandler Asset Management, Inc.	Investment Income	44040	4,376.66	43132
11325	3/20/2018	York	Claims Admin - Monthly	52300	47,278.75	Monthly Claims Administration Fee
11326	3/20/2018	Gibbons and Conley	Legal Services	52103	157.50	February 2018 General Matters
11327	3/20/2018	City of Dixon	Seminars and PARMA	52207	4,065.47	12.17 CalPELRA - Stalie & Ancheta
11328	3/20/2018	City of Nevada City	Seminars and PARMA	52207	1,434.84	02.18 PARMA Conf
11329	3/20/2018	City of Oroville	Seminars and PARMA	52207	3,186.81	12.17 CALPELRA Conf
11330	3/20/2018	Loree McCay	Seminars and PARMA	52207	282.28	02.18 PARMA Conf
11331	4/5/2018	Raychelle Maranan	Executive Committee	52501	310.38	03.22.18 Catering Reimbursement
11332	4/5/2018	Bickmore Risk Services Inc.	Safety Grant Funds	54200	4,500.00	Risk Management for City of Folsom
			On Site	52204	14,726.67	Safety and Risk Control Services
11333	4/5/2018	City of Placerville	Member Travel	52502	41.75	03.22.18 EC Mtg
11334	4/5/2018	Gina Will	Member Travel	52502	87.20	03.22.18 EC Mtg
11335	4/5/2018	Liz Cottrell	Member Travel	52502	183.12	03.22.18 EC Mtg
11336	4/5/2018	Liz Ehrenstrom	Member Travel	52502	65.40	03.22.18 EC Mtg
11337	4/5/2018	Sandy Ryan	Member Travel	52502	148.24	03.22.18 EC Mtg
11338	4/5/2018	Chandler Asset Management, Inc.	Investment Income	44040	4,377.72	43160
11339	4/5/2018	York Risk Services Group, Inc.	Claims Admin - Liabilit	51135	42,396.71	Mar 2018 Liab Service Fees
11340	4/5/2018	Alliant Insurance Services	Program Admin Fee	52401	25,292.08	Monthly Consulting Services

Company Name: NCCSIF
Report Name: Check Register
Created On: 5/8/2018

Check	Date	Vendor	Account Title	Acct	Amount	Memo
11341	4/5/2018	City of Gridley	Safety Contingency	52209	1,252.00	Request 03.28.18
11342	4/5/2018	City of Folsom	Seminars and PARMA	52207	1,049.74	Request 03.20.18
11343	4/20/2018	York	Claims Admin - Monthly	52300	47,278.75	Monthly Claims Administration Fee
11344	4/20/2018	Gibbons and Conley	Legal Services	52103	520.18	March 2018 General Matters
11345	4/20/2018	City of Corning	Seminars and PARMA	52207	1,091.41	2.26.18 Miller LCW Conf
11346	4/20/2018	Kristine Haile	Risk Mgmt Comm Services	52201	774.72	12.14.17 LRP-BOD Meeting
11347	4/20/2018	Kristina Miller	Member Travel Seminars and PARMA	52502 52207	46.06 170.91	12.14.18 EC Mtg 2.26.18 LCW Conf

Monthly Account Statement

Northern CA Cities Self Ins. Fund Short Term

March 1, 2018 through March 31, 2018

Chandler Team

For questions about your account,
please call (800) 317-4747 or
Email operations@chandlerasset.com

Custodian

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

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.



PORTFOLIO CHARACTERISTICS

Average Duration	2.35
Average Coupon	1.73 %
Average Purchase YTM	1.77 %
Average Market YTM	2.50 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.56 yrs
Average Life	2.43 yrs

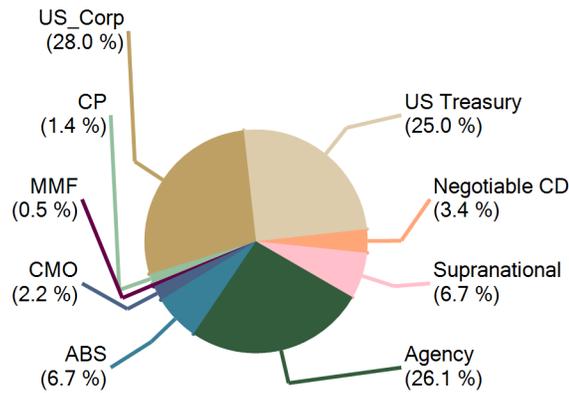
ACCOUNT SUMMARY

	Beg. Values as of 2/28/18	End Values as of 3/31/18
Market Value	25,308,193	25,371,832
Accrued Interest	98,119	92,379
Total Market Value	25,406,312	25,464,211
Income Earned	36,539	37,965
Cont/WD		0
Par	25,809,293	25,854,203
Book Value	25,780,030	25,823,735
Cost Value	25,758,802	25,801,760

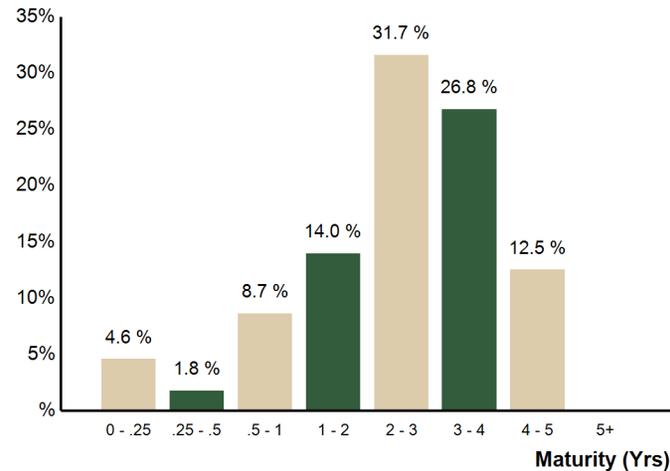
TOP ISSUERS

Issuer	% Portfolio
Government of United States	25.0 %
Federal National Mortgage Assoc	15.3 %
Federal Home Loan Mortgage Corp	7.9 %
Federal Home Loan Bank	5.2 %
Inter-American Dev Bank	3.8 %
Toyota ABS	3.0 %
Intl Bank Recon and Development	2.1 %
US Bancorp	2.0 %
Total	64.2 %

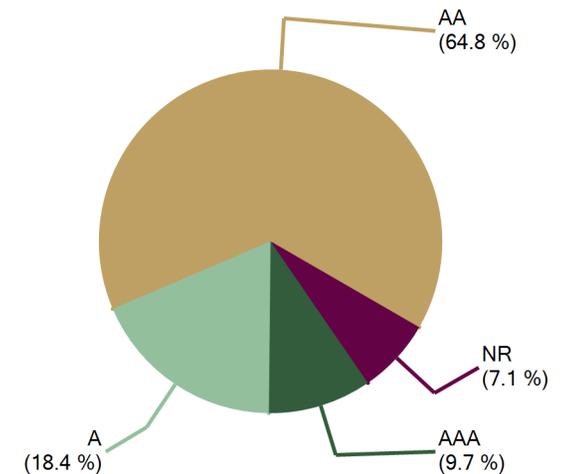
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 3/31/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			Since 12/31/1997	
					3 Yrs	5 Yrs	10 Yrs		
Northern CA Cities Self Ins. Fund Short Term	0.23 %	-0.42 %	-0.42 %	0.17 %	0.72 %	0.89 %	2.05 %	3.84 %	114.51 %
ICE BAML 1-5 Yr US Treasury/Agency Index	0.32 %	-0.37 %	-0.37 %	-0.08 %	0.48 %	0.66 %	1.66 %	3.52 %	101.35 %
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	0.28 %	-0.43 %	-0.43 %	0.00 %	0.59 %	0.77 %	1.81 %	3.63 %	105.68 %



Northern California Cities Self-Insurance Fund - Short Term

March 31, 2018

COMPLIANCE WITH INVESTMENT POLICY

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

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



Reconciliation Summary

As of 3/31/2018

BOOK VALUE RECONCILIATION	
Beginning Book Value	\$25,780,030.18
Acquisition	
+ Security Purchases	\$401,879.83
+ Money Market Fund Purchases	\$408,553.50
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
Total Acquisitions	\$810,433.33
Dispositions	
- Security Sales	\$0.00
- Money Market Fund Sales	\$402,177.03
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$228,842.01
- Calls	\$0.00
- Principal Paydowns	\$136,466.27
Total Dispositions	\$767,485.31
Amortization/Accretion	
+/- Net Accretion	\$756.83
	\$756.83
Gain/Loss on Dispositions	
+/- Realized Gain/Loss	\$0.00
	\$0.00
Ending Book Value	\$25,823,735.03

CASH TRANSACTION SUMMARY	
BEGINNING BALANCE	\$120,466.85
Acquisition	
Contributions	\$0.00
Security Sale Proceeds	\$0.00
Accrued Interest Received	\$0.00
Interest Received	\$42,030.25
Dividend Received	\$56.98
Principal on Maturities	\$228,842.01
Interest on Maturities	\$1,157.99
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$136,466.27
Total Acquisitions	\$408,553.50
Disposition	
Withdrawals	\$0.00
Security Purchase	\$401,879.83
Accrued Interest Paid	\$297.20
Total Dispositions	\$402,177.03
Ending Book Value	\$126,843.32

Monthly Account Statement

Northern Cal. Cities Self Ins. Fund Long Term

March 1, 2018 through March 31, 2018

Chandler Team

For questions about your account,
please call (800) 317-4747 or
Email operations@chandlerasset.com

Custodian

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

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.



PORTFOLIO CHARACTERISTICS

Average Duration	3.36
Average Coupon	2.04 %
Average Purchase YTM	2.05 %
Average Market YTM	2.64 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.70 yrs
Average Life	3.59 yrs

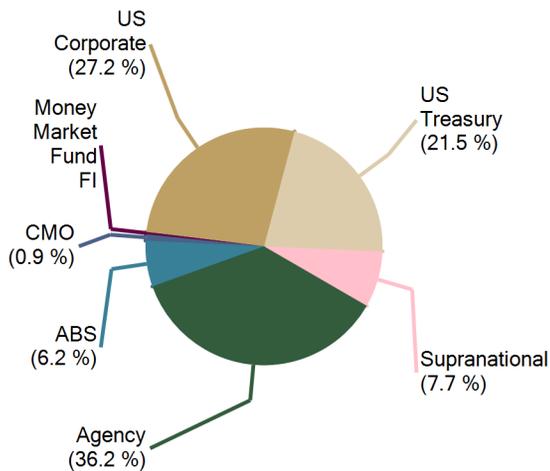
ACCOUNT SUMMARY

	Beg. Values as of 2/28/18	End Values as of 3/31/18
Market Value	26,089,430	26,206,016
Accrued Interest	127,952	112,009
Total Market Value	26,217,382	26,318,025
Income Earned	43,393	45,248
Cont/WD		0
Par	26,660,451	26,730,389
Book Value	26,622,983	26,684,174
Cost Value	26,644,924	26,704,605

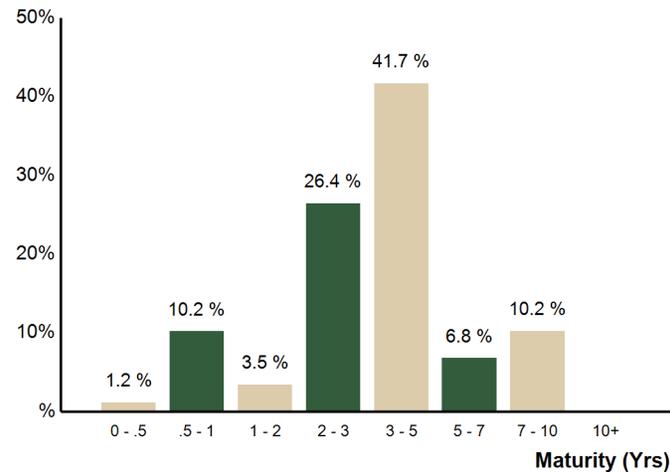
TOP ISSUERS

Issuer	% Portfolio
Government of United States	21.5 %
Federal National Mortgage Assoc	13.7 %
Federal Home Loan Bank	13.6 %
Federal Home Loan Mortgage Corp	6.4 %
Inter-American Dev Bank	4.8 %
Tennessee Valley Authority	3.4 %
John Deere ABS	2.4 %
Intl Bank Recon and Development	2.1 %
Total	67.9 %

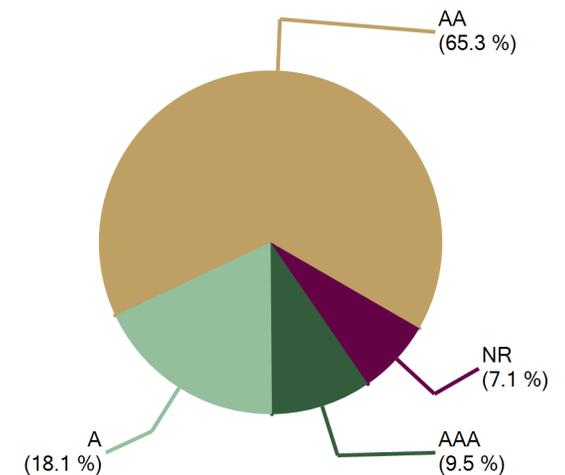
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 3/31/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			Since 5/31/2006	
					3 Yrs	5 Yrs	10 Yrs		
Northern Cal. Cities Self Ins. Fund Long Term	0.38 %	-0.72 %	-0.72 %	0.20 %	0.89 %	1.11 %	2.73 %	3.68 %	53.36 %
ICE BAML 1-10 Yr US Treasury/Agency Index	0.51 %	-0.69 %	-0.69 %	-0.13 %	0.48 %	0.76 %	2.25 %	3.29 %	46.73 %
ICE BAML 1-10 Yr US Corporate/Govt Rated AAA-A Idx	0.40 %	-0.85 %	-0.85 %	0.11 %	0.73 %	1.04 %	2.55 %	3.44 %	49.17 %



Northern California Cities Self-Insurance Fund - Long Term

March 31, 2018

COMPLIANCE WITH INVESTMENT POLICY

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

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



Reconciliation Summary

As of 3/31/2018

BOOK VALUE RECONCILIATION	
Beginning Book Value	\$26,622,983.08
Acquisition	
+ Security Purchases	\$591,504.25
+ Money Market Fund Purchases	\$191,511.78
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
Total Acquisitions	\$783,016.03
Dispositions	
- Security Sales	\$0.00
- Money Market Fund Sales	\$593,538.25
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$0.00
- Calls	\$0.00
- Principal Paydowns	\$128,035.14
Total Dispositions	\$721,573.39
Amortization/Accretion	
+/- Net Accretion	(\$251.80)
	(\$251.80)
Gain/Loss on Dispositions	
+/- Realized Gain/Loss	\$0.00
	\$0.00
Ending Book Value	\$26,684,173.92

CASH TRANSACTION SUMMARY	
BEGINNING BALANCE	\$484,709.18
Acquisition	
Contributions	\$0.00
Security Sale Proceeds	\$0.00
Accrued Interest Received	\$0.00
Interest Received	\$63,176.40
Dividend Received	\$300.24
Principal on Maturities	\$0.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$128,035.14
Total Acquisitions	\$191,511.78
Disposition	
Withdrawals	\$0.00
Security Purchase	\$591,504.25
Accrued Interest Paid	\$2,034.00
Total Dispositions	\$593,538.25
Ending Book Value	\$82,682.71

Monthly Account Statement

Northern CA Cities Self Ins. Fund Short Term

April 1, 2018 through April 30, 2018

Chandler Team

For questions about your account,
please call (800) 317-4747 or
Email operations@chandlerasset.com

Custodian

Bank of New York Mellon
Lauren Dehner
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PORTFOLIO CHARACTERISTICS

Average Duration	2.36
Average Coupon	1.75 %
Average Purchase YTM	1.81 %
Average Market YTM	2.65 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.60 yrs
Average Life	2.46 yrs

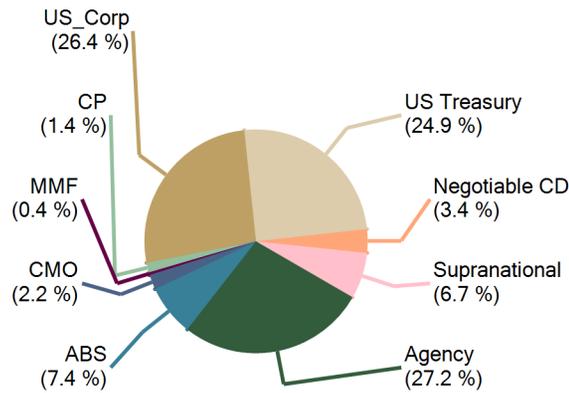
ACCOUNT SUMMARY

	Beg. Values as of 3/31/18	End Values as of 4/30/18
Market Value	25,371,832	25,304,983
Accrued Interest	92,379	108,007
Total Market Value	25,464,211	25,412,991
Income Earned	37,965	38,249
Cont/WD		0
Par	25,854,203	25,887,251
Book Value	25,823,735	25,844,066
Cost Value	25,801,760	25,820,572

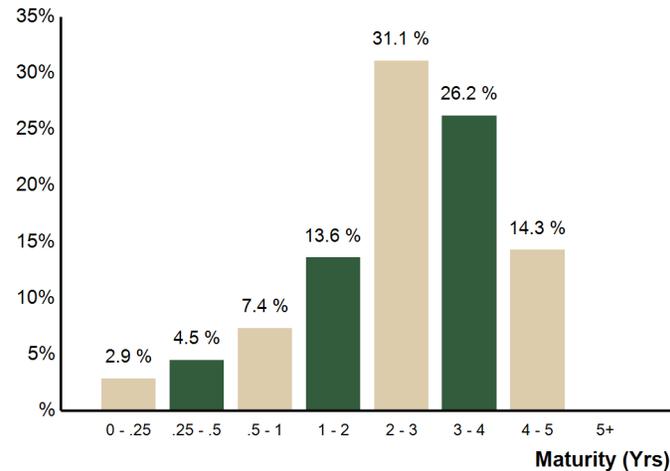
TOP ISSUERS

Issuer	% Portfolio
Government of United States	24.9 %
Federal National Mortgage Assoc	16.4 %
Federal Home Loan Mortgage Corp	7.9 %
Federal Home Loan Bank	5.2 %
Inter-American Dev Bank	3.8 %
Toyota ABS	2.7 %
Intl Bank Recon and Development	2.1 %
US Bancorp	2.0 %
	65.0 %

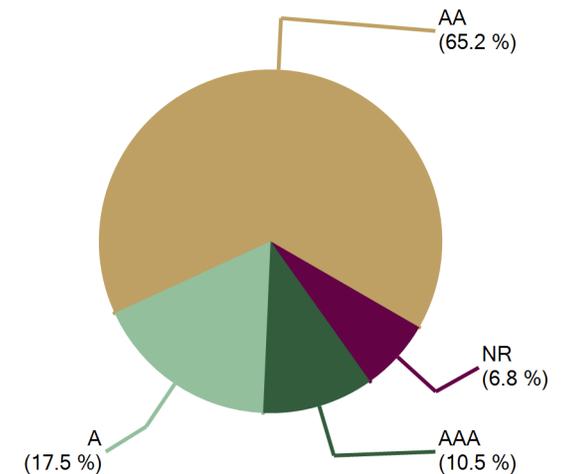
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 4/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			12/31/1997	Since 12/31/1997
					3 Yrs	5 Yrs	10 Yrs		
Northern CA Cities Self Ins. Fund Short Term	-0.20 %	-0.15 %	-0.62 %	-0.36 %	0.64 %	0.81 %	2.12 %	3.81 %	114.08 %
ICE BAML 1-5 Yr US Treasury/Agency Index	-0.34 %	-0.15 %	-0.71 %	-0.72 %	0.36 %	0.54 %	1.73 %	3.48 %	100.67 %
ICE BAML 1-5 Yr US Issuers Corp/Govt Rtd AAA-A Idx	-0.30 %	-0.18 %	-0.73 %	-0.62 %	0.47 %	0.66 %	1.86 %	3.60 %	105.07 %



Northern California Cities Self-Insurance Fund - Short Term

April 30, 2018

COMPLIANCE WITH INVESTMENT POLICY

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

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



Reconciliation Summary

As of 4/30/2018

BOOK VALUE RECONCILIATION	
Beginning Book Value	\$25,823,735.03
Acquisition	
+ Security Purchases	\$861,840.27
+ Money Market Fund Purchases	\$587,426.88
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
Total Acquisitions	\$1,449,267.15
Dispositions	
- Security Sales	\$248,122.50
- Money Market Fund Sales	\$616,447.18
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$410,000.00
- Calls	\$0.00
- Principal Paydowns	\$152,932.06
Total Dispositions	\$1,427,501.74
Amortization/Accretion	
+/- Net Accretion	\$855.76
	\$855.76
Gain/Loss on Dispositions	
+/- Realized Gain/Loss	(\$2,290.54)
	(\$2,290.54)
Ending Book Value	\$25,844,065.66

CASH TRANSACTION SUMMARY	
BEGINNING BALANCE	\$126,843.32
Acquisition	
Contributions	\$0.00
Security Sale Proceeds	\$248,122.50
Accrued Interest Received	\$364.58
Interest Received	\$24,354.85
Dividend Received	\$139.97
Principal on Maturities	\$410,000.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$0.00
Interest from Calls/Redemption	\$0.00
Principal Paydown	\$152,932.06
Total Acquisitions	\$835,913.96
Disposition	
Withdrawals	\$0.00
Security Purchase	\$861,840.27
Accrued Interest Paid	\$3,093.99
Total Dispositions	\$864,934.26
Ending Book Value	\$97,823.02

Monthly Account Statement

Northern Cal. Cities Self Ins. Fund Long Term

April 1, 2018 through April 30, 2018

Chandler Team

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Custodian

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

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PORTFOLIO CHARACTERISTICS

Average Duration	3.34
Average Coupon	2.06 %
Average Purchase YTM	2.08 %
Average Market YTM	2.80 %
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	3.68 yrs
Average Life	3.57 yrs

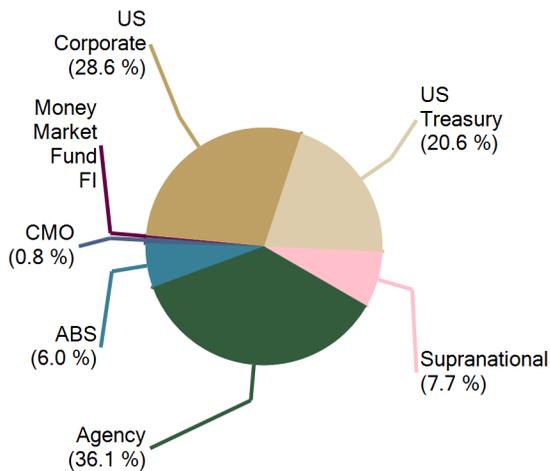
ACCOUNT SUMMARY

	Beg. Values as of 3/31/18	End Values as of 4/30/18
Market Value	26,206,016	26,077,635
Accrued Interest	112,009	139,052
Total Market Value	26,318,025	26,216,686
Income Earned	45,248	45,655
Cont/WD		0
Par	26,730,389	26,761,530
Book Value	26,684,174	26,702,189
Cost Value	26,704,605	26,722,840

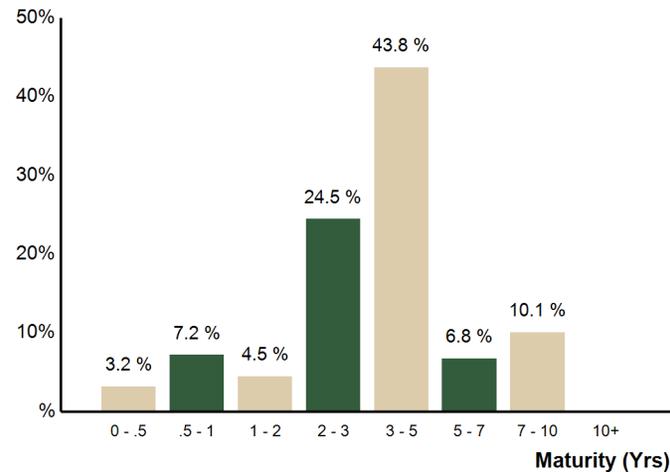
TOP ISSUERS

Issuer	% Portfolio
Government of United States	20.6 %
Federal National Mortgage Assoc	13.6 %
Federal Home Loan Bank	13.5 %
Federal Home Loan Mortgage Corp	6.4 %
Inter-American Dev Bank	4.8 %
Tennessee Valley Authority	3.4 %
John Deere ABS	2.3 %
Intl Bank Recon and Development	2.1 %
Total	66.8 %

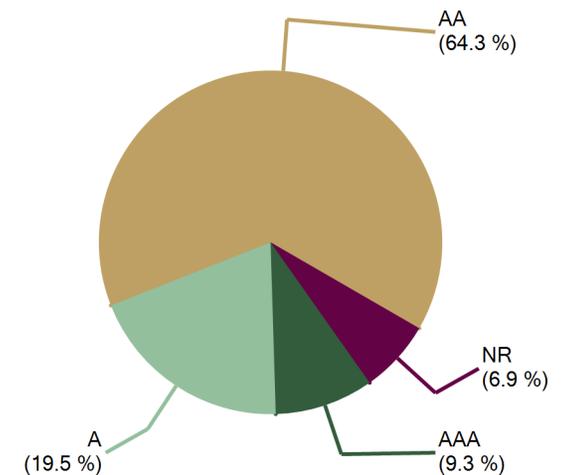
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 4/30/2018	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			5/31/2006	Since 5/31/2006
					3 Yrs	5 Yrs	10 Yrs		
Northern Cal. Cities Self Ins. Fund Long Term	-0.38 %	-0.33 %	-1.10 %	-0.70 %	0.78 %	0.95 %	2.79 %	3.62 %	52.77 %
ICE BAML 1-10 Yr US Treasury/Agency Index	-0.54 %	-0.31 %	-1.22 %	-1.16 %	0.33 %	0.55 %	2.33 %	3.22 %	45.94 %
ICE BAML 1-10 Yr US Corporate/Govt Rated AAA-A Idx	-0.49 %	-0.46 %	-1.34 %	-0.92 %	0.59 %	0.82 %	2.60 %	3.37 %	48.43 %



Northern California Cities Self-Insurance Fund - Long Term
April 30, 2018

COMPLIANCE WITH INVESTMENT POLICY

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

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



Reconciliation Summary

As of 4/30/2018

BOOK VALUE RECONCILIATION	
Beginning Book Value	\$26,684,173.92
Acquisition	
+ Security Purchases	\$660,850.77
+ Money Market Fund Purchases	\$415,007.97
+ Money Market Contributions	\$0.00
+ Security Contributions	\$0.00
+ Security Transfers	\$0.00
Total Acquisitions	\$1,075,858.74
Dispositions	
- Security Sales	\$223,426.76
- Money Market Fund Sales	\$440,309.35
- MMF Withdrawals	\$0.00
- Security Withdrawals	\$0.00
- Security Transfers	\$0.00
- Other Dispositions	\$0.00
- Maturities	\$0.00
- Calls	\$310,000.00
- Principal Paydowns	\$83,558.04
Total Dispositions	\$1,057,294.15
Amortization/Accretion	
+/- Net Accretion	\$48.46
	\$48.46
Gain/Loss on Dispositions	
+/- Realized Gain/Loss	(\$598.05)
	(\$598.05)
Ending Book Value	\$26,702,188.92

CASH TRANSACTION SUMMARY	
BEGINNING BALANCE	\$82,682.71
Acquisition	
Contributions	\$0.00
Security Sale Proceeds	\$223,426.76
Accrued Interest Received	\$691.47
Interest Received	\$20,931.40
Dividend Received	\$167.20
Principal on Maturities	\$0.00
Interest on Maturities	\$0.00
Calls/Redemption (Principal)	\$310,000.00
Interest from Calls/Redemption	\$351.33
Principal Paydown	\$83,558.04
Total Acquisitions	\$639,126.20
Disposition	
Withdrawals	\$0.00
Security Purchase	\$660,850.77
Accrued Interest Paid	\$3,576.81
Total Dispositions	\$664,427.58
Ending Book Value	\$57,381.33



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

NO CAL CITIES SELF INSUR FUND

Account Number

35-11-001

As of 04/13/2018, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2018.

Earnings Ratio		.00004135534904993
Interest Rate		1.51%
Dollar Day Total	\$	556,175,504.06
Quarter End Principal Balance	\$	5,638,839.02
Quarterly Interest Earned	\$	23,000.83

NCCSIF

Northern California Cities Self Insurance Fund
c/o Alliant Insurance Services, Inc.
Corporate Insurance License No. 0C36861

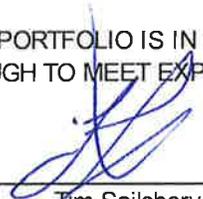
Main Location: 2180 Harvard Street, Suite 460, Sacramento, CA 95815 * (916) 643-2700 * Facsimile: (916) 643-2750
Accounting Location: Mr. James Marta, James Marta & Company, 701 Howe Avenue, Suite E3, Sacramento, CA 95825 * (916) 993-9494

**NCCSIF
INVESTMENT REPORT
FOR THE QUARTER ENDING MARCH 31, 2018**

	<u>MARKET VALUE</u>
CASH:	
(1) Tri Counties Checking	\$ 188,276.37
(2) Local Agency Inv Fund (LAIF)	<u>5,638,839.02</u>
Total Cash	<u>5,827,115.39</u>
INVESTMENTS (Unrestricted):	
(3) Chandler Investments	
Account no. 170	25,371,832.00
Account no. 171	<u>26,206,016.00</u>
Total Unrestricted Investments	<u>51,577,848.00</u>
TOTAL CASH AND INVESTMENTS	<u><u>\$57,404,963.39</u></u>

- (1) This consists of one checking account and two pass-thru accounts (liability and workers comp claims).
- (2) The LAIF rate of return as of quarter ended March 31, 2018 1.51%
- (3) See attached Investment Activity Reports.

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



Tim Sailsbery, Treasurer

4/30/18

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.

CLAIMS AUDITING SERVICES AGREEMENT

By this Agreement dated October 2, 2017, NCCSIF and Mr. Rick Buys ("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 General Manager 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 General Manager 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 2017, attached as Exhibit A. Contractor agrees to audit a minimum of 75 claims files at a total cost not to exceed \$7,500. 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 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 January 31 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 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: Rich Trapp By: May 5, 2018

NCCSIF:

Dated: _____ By: _____



BACK TO AGENDA

Northern California Cities Self Insurance Fund
Executive Committee Meeting
May 17, 2018

Agenda Item F.1.

**LEXIPOL FIRE SUBSCRIPTION SERVICES
MEMORANDUM OF UNDERSTANDING**

ACTION ITEM

ISSUE: Lexipol has provided the attached Memorandum of Understanding (MOU) for NCCSIF to execute on behalf of members wishing to use their Fire Policy Subscription service. This service was described in more detail at the last EC meeting, and the Committee voted to approve moving forward with the service on a group discount basis.

RECOMMENDATION: Authorize the NCCSIF President to sign the attached MOU.

FISCAL IMPACT: The discounted fees will be passed along to each member using the service as part of their annual premium invoice. Members are saving 50% off the regular rate by contracting as a group through NCCSIF.

BACKGROUND: Interest in the Lexipol Fire Services was initiated by both the City of Dixon and the newly combined Lincoln and Rocklin Fire Departments, both of whom needed assistance in updating and maintaining their policy manuals. Other members expressed interest after the Program Managers reached out for feedback.

ATTACHMENT(S): Lexipol Fire Subscription Services MOU

Memorandum of Understanding

Lexipol LLC (Lexipol) and the Northern California Cities Self Insurance Fund (NCCSIF_[MR1]) agree to the terms of this Memorandum of Understanding (MOU or Agreement) as a means to enhance and encourage professionalism through defensible and continuously updated Fire policy in the State of California. The purpose of this MOU is to provide NCCSIF members listed in Exhibit A access to Lexipol's Fire Policy Manual and Daily Training Bulletin services at favorable pricing.

More specifically, as part of this Agreement,

Lexipol agrees to:

1. Provide NCCSIF agencies a full annual subscription to Lexipol's on-line policy and training service.
2. Provide NCCSIF agencies access to Lexipol's Supplemental Publishing Shell (SPS).
3. Provide NCCSIF access to Lexipol's reporting portal to view overall status of participating members. (With permission of the subscribing agency)
4. Collaborate with NCCSIF to promote Lexipol services with outreach efforts, marketing and participation at NCCSIF events.
5. Invoice NCCSIF directly for their entire membership pool with favorable pricing as shown in Exhibit A.
6. As a result of NCCSIF paying for all of their members to be eligible for Lexipol's Fire subscription, Lexipol will offer NCCSIF and their membership a discount of 50% for year 1.

Northern California Cities Self Insurance Fund agrees to:

1. Accept and pay a yearly invoice from Lexipol (to be submitted upon execution of this Agreement and annually thereafter) for new subscriptions or renewal subscriptions of member agencies already subscribing to Lexipol. This payment will be made by NCCSIF within 30 days of receipt of the invoice, for subscription fees for all NCCSIF members listed in Exhibit A.
2. Provide a list of eligible member departments with contact information (main contact name, title, address, phone number and email address) which will be kept confidential by Lexipol and used specifically for member confirmation and program promotion.

TERM

The effective date of this Agreement is July 1, 2018 and will remain in effect until canceled. After June 30, 2019 either party may cancel this Agreement with 90 days written notice to the other party.

Cancellation of this agreement will not terminate subscribing agency contracts with Lexipol.

The parties agree that each is granted the right to use the other party's logo on their Website and corresponding web pages. All other use of logos or copyrighted materials will be agreed by both parties in advance.

IN WITNESS WHEREOF, the Parties execute this MOU on the date set below their respective signatures.

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND:

By: _____
Name: _____
Title: _____

LEXIPOL:

By: _____
Name: _____
Title: **Van Holland**
Chief Financial Officer

Exhibit A
Pricing for NCCSIF Member Agencies

NCCSIF Fire Departments

Agency	Full Time	Number of FF	Adjusted Staffing	NCCSIF Invoiced
City of Auburn	14	5	15	\$2,842
City of Colusa	5	20	7	\$2,130
City of Corning	1	29	4	\$1,368
City of Dixon	22	5	23	\$3,910
City of Folsom	65		65	\$4,822
City of Jackson	6	12	7	\$2,130
City of Lincoln	20		20	\$3,910
City of Oroville	15		15	\$3,910
City of Red Bluff	26		26	\$4,363
City of Rocklin	33		33	\$4,363
City of Willows	5	10	6	\$2,130
Total	212	81	220	\$35,875



BACK TO AGENDA

Northern California Cities Self Insurance Fund
Executive Committee Meeting
May 17, 2018

Agenda Item F.2.

**LEXIPOL POLICE MANUAL UPDATES AND DAILY TRAINING
BULLETINS MEMORANDUM OF UNDERSTANDING**

ACTION ITEM

ISSUE: Lexipol has provided the attached Memorandum of Understanding (MOU) to provide NCCSIF members continued access to their Law Enforcement Policy Manual and Daily Training Bulletin (DTB) services at discounted pricing.

RECOMMENDATION: Authorize the NCCSIF President to sign the attached MOU.

FISCAL IMPACT: The MOU contains pricing for two years, \$136,267 for 2018 and \$140,234 for 2019. This represents a 3% increase from 2017 pricing, *but without the City of Willows*, and a 3% increase from 2018 to 2019. The Program Administrators have also recommended moving the entire amount of the services to the Workers' Compensation Admin budget, since all members participate in that program and all benefit from use of the services.

BACKGROUND: Lexipol has been providing these services to NCCSIF members through a group purchase contract since 2008.

ATTACHMENT(S): Lexipol Police Manual Updates and DTB MOU

Memorandum of Understanding

Lexipol LLC (Lexipol) and the Northern California Cities Self Insurance Fund (NCCSIF) agree to the terms of this Memorandum of Understanding (MOU or Agreement) as a means to enhance and encourage professionalism through defensible and continuously updated Law Enforcement policy in the State of CA. The purpose of this MOU is to provide NCCSIF members listed in Exhibit A access to Lexipol's Law Enforcement Policy Manual and Daily Training Bulletin services at favorable pricing.

More specifically, as part of this Agreement,

Lexipol agrees to:

1. Provide NCCSIF agencies a full annual subscription to Lexipol's on-line policy and training service.
2. Provide NCCSIF access to Lexipol's reporting portal to view overall status of participating members. (With permission of the subscribing agency)
3. Collaborate with NCCSIF to promote Lexipol services with outreach efforts, marketing and participation at NCCSIF events.
4. Invoice NCCSIF directly for their entire membership pool with favorable pricing as shown in Exhibit A.
5. As a result of NCCSIF paying for all of their members to be eligible for Lexipol's Law Enforcement subscription, Lexipol will offer NCCSIF and its member Agencies a discount of 35% (from 2018 list pricing) for FY 18-19 and 33% from 2018 list pricing for FY 19-20 as noted in Exhibit A.

Northern California Cities Self Insurance Fund agrees to:

- Accept and pay a yearly invoice from Lexipol (to be submitted upon execution of this Agreement and annually thereafter) for new subscriptions or renewal subscriptions of member agencies already subscribing to Lexipol. This payment will be paid by NCCSIF within 30 days of receipt of the invoice, for subscription fees for all NCCSIF members listed in Exhibit A.
- Provide a list of eligible member departments with contact information (main contact name, title, address, phone number and email address) which will be kept confidential by Lexipol and used specifically for member confirmation and program promotion.

TERM

The effective date of this Agreement is July 1, 2018 and will remain in effect until canceled. After June 30, 2019 either party may cancel this Agreement with 90 days written notice to the other party.

Cancellation of this agreement will not terminate subscribing agency contracts with Lexipol.

The parties agree that each is granted the right to use the other party's logo on their Website and corresponding web pages. All other use of logos or copyrighted materials will be agreed by both parties in advance.

IN WITNESS WHEREOF, the Parties execute this MOU on the date set below their respective signatures.

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND:

By: _____
Name: _____
Title: _____

LEXIPOL:

By: _____
Name: Van Holland
Title: Chief Financial Officer

Exhibit A

Pricing for NCCSIF Member Agencies

	Agency	Sworn Officers	2018 Pricing + DTBs	2019 Pricing + DTBs
1	Anderson PD	18	\$6,248	\$6,248
2	Auburn PD	20	\$6,248	\$6,248
3	Colusa PD	9	\$2,684	\$3,983
4	Corning PD	15	\$5,383	\$5,383
5	Dixon PD	24	\$6,248	\$6,248
6	Elk Grove PD	133	\$10,534	\$10,960
7	Folsom PD	75	\$10,960	\$10,960
8	Galt PD	38	\$7,792	\$7,792
9	Gridley-Biggs PD	14	\$5,383	\$5,383
10	Ione PD	6	\$3,407	\$3,407
11	Jackson PD	11	\$3,546	\$3,983
12	Lincoln PD	22	\$6,248	\$6,248
13	Marysville PD	18	\$4,443	\$6,248
14	Nevada City PD	9	\$3,983	\$3,983
15	Oroville PD	25	\$6,248	\$6,248
16	Paradise PD	23	\$6,248	\$6,248
17	Placerville PD	22	\$6,248	\$6,248
18	Red Bluff PD	25	\$6,248	\$6,248
19	Rio Vista PD	16	\$6,248	\$6,248
20	Rocklin PD	58	\$10,960	\$10,960
21	Yuba City PD	64	\$10,960	\$10,960
			\$136,267	\$140,234



Agenda Item F.3.

POLICE RISK MANAGEMENT GRANT FUNDS AND USAGE

ACTION ITEM

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

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

The Police Risk Management Committee continues to support the program, and a number of members are planning to use their remaining funds on cameras or related equipment. The Risk Management Committee has also recommended continued funding of the grants in FY 18/19.

RECOMMENDATION: Recommend \$50,000 in funding for FY 18/19.

FISCAL IMPACT: TBD - \$50,000 has been allocated to the preliminary draft FY 18/19 budget.

BACKGROUND: The Board approved a FY 14/15 budget of \$50,000 for the purchase of body cameras for NCCSIF's police agencies. The funds were used to purchase a total of 58 cameras directly from VieVu at a quantity discount. A VieVu rep distributed the cameras and provided training to the members. Two members used the funds to purchase different cameras and two have yet to take advantage of the funds. The \$50,000 Grant Funds in FY 15/16 and FY 16/17 were allocated to members to fund their body camera programs. If a member agency's body camera program is fully funded the grant can be used for other risk management functions.

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

NCCSIF POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT

Member	FY 14/15 \$50,000 Grant (Camera Allocation)	FY 15/16 \$50,000 Grant (Fund Allocation)	FY 16/17 \$50,000 Grant (Fund Allocation)	FY 17/18 \$50,000 Grant (Fund Allocation)	GRAND TOTAL	YTD Reimbursements Made	REMAINING FUNDS	Reimbursement Notes/Usage
1 Anderson	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00		\$4,545.00	
2 Auburn	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$9,090.00		4/25/17 \$6,280.56 (12 VieVu LE4 mini body worn cameras) 9/8/17 \$2,809.44 (4 VieVu LE4mini & 1 multi-dock LE4)
3 Colusa	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$3,030.00	\$1,515.00	7/27/17 \$3,030 (concealable vests with load bearing carriers)
4 Corning	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$3,291.26	\$1,253.74	9/6/16 \$3,291.26 (4 VieVu LE4 body cameras)
5 Dixon	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$6,060.00	\$3,030.00	4/20/17 \$6,060 (30 Wolfcom Vision 1080p body camera with rotatable camera head and 32GB memory)
6 Elk Grove*	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$9,090.00		1/11/18 \$9,090 (WatchGuard Vista HD body cameras)
7 Folsom	5	\$3,787.50	\$3,787.50	\$3,787.50	\$11,362.50	\$7,575.00	\$3,787.50	10/5/16 \$7,576 (8 VieVu LE4 body camera and 1 multi-dock network station)
8 Galt	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00		\$9,090.00	1/25/18 Plan to use fund /BWC program under consideration
9 Gridley	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$4,543.26	\$1.74	3/28/18 \$1,252 (one VieVu LE5 camera and seven Public Safety Vests) 9/6/16 \$3,291.26 (4 VieVu LE4 body cameras)
10 Ione	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$3,310.86	\$1,234.14	11/2/16 \$1,655.23 (2 VieVu LE4 body camera) 9/8/17 \$1,655.63 balance (2 VieVu LE4 body cameras and 2 LE4 Cradle)
11 Jackson	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00		\$4,545.00	
12 Lincoln	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$6,548.50	\$2,541.50	10/5/16 \$6,060 (8 VieVu LE4 body cameras)
13 Marysville	3	\$2,272.50	\$2,272.50	\$2,272.50	\$6,817.50	\$4,919.87	\$1,897.63	8/18/17 \$4,919.87 (6 VieVu LE4 body cameras)
14 Nevada City	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$4,545.00		2/6/18 \$4,545 (Body Camera Storage and Equipment cost for 2015-2017)
15 Oroville	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$7,234.00	\$1,856.00	9/23/16 \$3,010 (Video Storage Buffalo Terastation) 10/5/16 \$3,050 (5 VieVu LE4 body cameras) 11/20/17 \$1,174.00 (1 Tactical Armor-Ballistic Vest)
16 Paradise	3	\$2,272.50	\$2,272.50	\$2,272.50	\$6,817.50	\$4,545.00	\$2,272.50	11/15/16 \$762.14 (5 flashlights) + \$1,477.28 (1 VieVu LE4 multi-dock station) 3/14/17 \$2,305.58 (Ballistic Vests)
17 Placerville*	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$3,970.32	\$574.68	12/28/17 \$3,970.32 (4 Tactical Armor-Ballistic Vests)
18 Red Bluff	3	\$2,272.50	\$2,272.50	\$2,272.50	\$6,817.50	\$4,545.00	\$2,272.50	2/17/17 \$1,473.74 (Apex Body cam storage remediation) 10/18/17 \$3,071.26 (5 VieVu LE4 body cameras) 1/25/18 Plan to use to purchase more BWC & future funds to replace old cameras
19 Rio Vista	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00	\$4,241.15	\$303.85	11/16/17 \$4,241.15 (9 VieVu LE5 body cameras)
20 Rocklin	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$6,516.24	\$2,573.76	10/5/16 \$6,516.24 (4 VieVu LE4 body cameras, 1 LE4 multi-dock, 1 LE3 multi-dock)
21 Willows	2	\$1,515.00	\$1,515.00	\$1,515.00	\$4,545.00		\$4,545.00	Plan to use for Lexipol-Fire Policy Service annual fee.
22 Yuba City	4	\$3,030.00	\$3,030.00	\$3,030.00	\$9,090.00	\$6,060.00	\$3,030.00	5/5/17 \$6,060 (Data911 body-worn cameras)
TOTAL	58	\$49,995.00	\$49,995.00	\$49,995.00	\$149,985.00	\$99,115.46	\$50,869.54	

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



Agenda Item F.4.

FY 18/19 NCCSIF ADMINISTRATION BUDGET

INFORMATION ITEM

ISSUE: The Executive Committee reviews and recommends to the Board the budget for the next fiscal year. Attached is the preliminary budget for review and discussion. The Administrative Costs are discussed in more detail below. The budget to actual revenues provided by our accountant are used in creating the FY 18/19 budget.

Administrative Expenses

- The Claims Audits - Every year either the Liability or Workers' Compensation claims are audited. The Liability claims audit was budgeted in FY 17/18 at \$7,500 and will be conducted in May 2018. Budgeted expense of \$10,500 is allocated for a Workers' Compensation Claims audit in FY 18/19.
- The Financial Audit increased by 2% based on the current three-year contract.
- Actuarial Services are increasing 3% per current contract, at \$7,350 for Liability and \$5,350 for Workers' Comp, including the \$2,000 credit we received from CSAC EIA for the actuarial each year.
- Accounting Services are expected to increase 3%.
- Bickmore's services are the same as last year based on the current three-year contract.
- State Funding/Fraud Assessment has been estimated to increase by *18% from the actual expense for FY 17/18.*
- Program Administration costs have been increased 2% based on the fee schedule in the current program administration agreement.

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

FISCAL IMPACT: Total administrative expenses are estimated to be \$1,314,932, a 4% increase over FY 17/18. Last year's increase was 7% largely due to the State Comp Assessment increase. A small amount of surplus offset may be available to reduce the funding, to be determined as we get closer to the fiscal year end.

BACKGROUND: None

ATTACHMENT(S): FY 18/19 NCCSIF Administration Budget

**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
PROPOSED ADMIN BUDGET
July 1, 2018 to June 30, 2019**

EXPENSES:		WORK COMP	LIABILITY	2018-19 TOTAL	2017-18 PRIOR YEAR	\$ CHANGE	% CHANGE	
Administrative Expenses:								
Consultants								
52101	Claims Audit	\$11,000		\$11,000	\$7,500	\$3,500	47%	GL audit last year less than WC
52102	Financial Audit	\$13,577	\$13,577	\$27,154	\$26,622	\$532	2%	Per 2017-19 contract
52103	Legal Services	\$2,000	\$15,000	\$17,000	\$17,000	\$0	0%	
52104	Actuarial Review	\$5,350	\$7,350	\$12,700	\$12,340	\$360	3%	Per 2016-19 contract including 6/30 Update
52105	Computer Services			n/a	\$0	n/a	n/a	Moved as part of Accounting Services
52106	CAJPA Accreditation (2018)				\$4,500	(\$4,500)	-100%	
52107	Employee Dishonesty Bonds			n/a	n/a	n/a	n/a	Included in ACIP coverage
52109	Misc. Consulting/Contingency	\$2,500	\$2,500	\$5,000	\$5,000	\$0	0%	
	Total Consultant Expenses	\$34,427	\$38,427	\$72,854	\$72,962	(\$108)	0%	
Safety Services:								
52204	Bickmore Onsite Risk Assessments	\$41,250	\$41,250	\$82,500	\$84,000	(\$1,500)	-2%	
52203	Bickmore Police Risk Mgmt Comm Training	\$6,200	\$6,200	\$12,400	\$7,900	\$4,500	57%	
52204	Bickmore Risk Control Service Days	\$16,500	\$16,500	\$33,000	\$36,460	(\$3,460)	-9%	
52204	Bickmore Phone Consultation	\$9,530	\$9,530	\$19,060	\$18,600	\$460	2%	Per 2016-19 contract
52204	Bickmore Newsletter	\$2,790	\$2,790	\$5,580	\$5,580	\$0	0%	
52204	Bickmore Safety Training Coordination	\$7,440	\$7,440	\$14,880	\$14,880	\$0	0%	
52204	Bickmore Meeting Preparation	\$4,650	\$4,650	\$9,300	\$9,300	\$0	0%	
52214	OCCUMED Occupational Health Consulting			n/a	n/a	n/a	n/a	
52215	Online Risk Management Services			n/a	n/a	n/a	n/a	
52217	ACI - Wellness Optional			n/a	n/a	n/a	n/a	Direct Bill
52201	Outside Training	\$15,000	\$15,000	\$30,000	\$30,000	\$0	0%	
52202	Risk Mgmt Comm Mtg Expense	\$750	\$750	\$1,500	\$1,500	\$0	0%	
52207	Member Training and Risk Management	\$50,000	\$38,000	\$88,000	\$88,000	\$0	0%	Formerly Seminars and PARMA - renamed beginning 17/18
52208	Lexipol Police Manual Updates & DTBs	\$136,267		\$136,267	\$132,546	\$3,721	3%	
52209	Police Risk Management Funds	\$25,000	\$25,000	\$50,000	\$50,000	\$0	0%	RMC recommendation
	Total Safety Services Expenses	\$315,377	\$167,110	\$482,487	\$478,766	\$3,721	1%	

EXPENSES:		WORK COMP	LIABILITY	2018-19 TOTAL	2017-18 PRIOR YEAR	\$ CHANGE	% CHANGE	
Claims Administration								
52302	Claims Administration Fee (Reports, etc.)	\$29,700	\$20,900	\$50,600	\$50,600	\$0	0%	Current contract: GL 2016-19 and WC 2016-19
	Claims Adjustment Fee*							
52303	Fraud Hotline			\$0	\$0	\$0		
52305	MPN Services			\$0	\$0	\$0		
52304	State Funding/Fraud Assessment	\$245,524		\$245,524	\$225,667	\$19,857	9%	Actual 17/18 = \$208,071 + 18% Est. increase
	Total Claims Administration Expenses	\$275,224	\$20,900	\$296,124	\$276,267	\$19,857	7%	
Program Administration								
52401	Program Administration and Brokerage Fee	\$140,716	\$168,860	\$309,576	\$303,505	\$6,071	2%	Per 2014-19 contract
52403	Accounting Services	\$51,345	\$51,345	\$102,690	\$99,330	\$3,360	3%	Current Contract 2018-22: \$99,360 + \$215 Intacct Software monthly fee + \$750 e-check delivery annual fee
	Total Program Administration Expenses	\$192,061	\$220,205	\$412,266	\$402,835	\$9,431	2%	
Board Expenses								
52501	Executive Committee	\$1,250	\$1,250	\$2,500	\$2,500	\$0	0%	
52502	Executive Committee Member Travel	\$2,000	\$2,000	\$4,000	\$4,000	\$0	0%	
52503	Board of Directors Meetings (includes Travel)	\$4,000	\$4,000	\$8,000	\$8,000	\$0	0%	
XXXXX	Board of Directors Long Range Planning Session (\$1,000	\$1,000	\$2,000	\$2,000	\$0	0%	
52504	Association Memberships (PARMA, CAJPA, AGRIF	\$2,000	\$2,000	\$4,000	\$4,000	\$0	0%	
	Total Board Expenses	\$10,250	\$10,250	\$20,500	\$20,500	\$0	0%	
Other Administration Expenses - Not identified with above budget line items								
52000	Administrative Expense	\$0	\$0	\$0	\$0	\$0	0%	
52001	Administration Expense - Other	\$0	\$0	\$0	\$0	\$0	0%	
52900	Member Identity Theft Protection**	\$11,800	0	\$11,800	\$11,800	\$0	0%	
	Total Other Admin	\$11,800	\$0	\$11,800	\$11,800	\$0	0%	
						\$0		
Total Admin Expenses		\$839,139	\$456,892	\$1,296,031	\$1,263,130	\$32,901	3%	
Net Loss/Admin Surplus Offset					TBD		0%	Possible offset TBD
						\$13,044	1%	Without State Fund Increase

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



Agenda Item F.5.

SERVICE PROVIDER CONTRACTS RENEWAL DATES

ACTION ITEM

ISSUE: As we have noted over the past year, ALL of NCCSIF's key service provider contracts (with the exception of Marta & Associates) expire June 30, 2019. The attachment provides the schedule of contracts that will expire next year, their possible extension terms, and current service fees. This unique situation incurred in part, when the Board was addressing the York WC Service Agreement.

The contracts up for renewal include the Alliant contract for Program Administration, the York contracts for both Liability and Workers' Compensation Claims Administration, and the Bickmore contract for Safety and Risk Control Services. Actuarial and Financial Auditing services are provided through annual Letters of Engagement, though longer terms may be negotiated.

It may be valuable to stagger the renewal dates of these contracts to avoid the possibility of overlapping Member surveys processes, important negotiations, and Requests for Proposals (RFP), if needed. The Program Administrators will provide the EC with options that may better achieve long-term management of these service agreements.

RECOMMENDATION: Review and provide direction regarding potential extension, renewal, or RFPs for the various services listed above.

FISCAL IMPACT: TBD.

BACKGROUND: None

ATTACHMENT(S): NCCSIF Schedule of Contracts

NCCSIF SCHEDULE OF CONTRACTS

TYPE OF SERVICE	SERVICE PROVIDER	TYPE	ACTION	DURATION	EXPIRATION	FY 18/19
Actuarial	Bickmore Risk Services	Engagement Letter	Renewal	3-Year	FY 16/17 FY 17/18 FY 18/19	\$12,700
Brokerage, Risk Management and Program Administration	Alliant Insurance Services	Agreement	Renewal	5-Year with option for two additional one-year terms	7/1/2014 to 6/30/2019	\$309,576
Claims Administration - Liability*	York Risk Services	Agreement	First Amendment to 7/1/2013	3-Year	7/1/2016 - 6/30/2019	Reg \$89.00 OT \$111.25 DT \$33.50
Claims Administration - WC	York Risk Services	Agreement	Second Amendment to 7/1/2010	3-Year	7/1/2016 - 6/30/2019	2% increase
Claims Auditors - Liability (odd-number years)	n/a	<i>new contract every audit</i>	n/a	n/a	n/a	n/a
Claims Auditors - WC (even-number years)	tbd	<i>new contract every audit</i>	tbd	tbd	tbd	Budgeted \$10,500
Employee Assistance Program	ACI	Contract	Renewal	2-Year	7/1/2018 to 6/30/2020 <i>renewal underway</i>	direct bill to participating members
Financial Accounting & Consulting	James Marta and Company	Agreement	Renewal	3-Year with option for two additional one-year terms	1/1/2018 - 6/30/2022	\$99,360 + \$ monthly Intaact + \$ annual e-check
Financial Auditing	Crowe Horwath	Agreement	Renewal	3-Year	6/30/2017 6/30/2018 6/30/2019	\$27,154
Fire Subscription Services	Lexipol	MOU	New - draft MOU underway	1-Year	7/1/2018 - 6/30/2019	\$35,875 direct bill to participating members
Investment Management	Chandler Asset Management	Agreement	Renewal	Indefinite	U/C	0.12 of 1% First \$20M 0.09 of 1% Next \$40M 0.06 of 1% >\$60M
Law Enforcement Policy	Lexipol	MOU	Renewal	2-Year	7/1/2018 - 6/30/2020 <i>renewal underway</i>	\$136,267
Legal	Gibbons & Conley, Attorneys at Law	Contract	Renewal	1-Year	7/1/2012 - U/C	time and expense billed
Safety & Risk Control	Bickmore Risk Services	Agreement	Renewal	3-Year	7/1/2016 - 6/30/2019	\$176,720

*Only Administrative Costs Shown.
Claims adjusting is included in claims costs.

U/C = Until Cancelled



BACK TO AGENDA

Northern California Cities Self Insurance Fund
Executive Committee Meeting
May 17, 2018

Agenda Item F.6.

ROUND TABLE DISCUSSION

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: The item is to the Committee members for any topics or ideas that members would like to address.

ATTACHMENT(S): None.



BACK TO AGENDA

Northern California Cities Self Insurance Fund
Executive Committee Meeting
May 17, 2018

Agenda Item G.

INFORMATION ITEMS

INFORMATION ITEM

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

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

FISCAL IMPACT: None.

BACKGROUND: None

ATTACHMENT(S):

1. NCCSIF Organizational Chart
2. NCCSIF 2018 Meeting Calendar
3. NCCSIF Travel Reimbursement

**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
2018 Organizational Chart**

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

OFFICERS

P = President **VP = Vice President**
S = Secretary **T = Treasurer**
CJPRMA Board Rep.

EC = Executive Committee
CC = Claims Committee

PROGRAM ADMINISTRATORS (Alliant Insurance Services)	CLAIMS ADMINISTRATORS (York Risk Services)	RISK CONTROL CONSULTANTS (Bickmore)	ADVISORS
Marcus Beverly Michael Simmons Raychelle Maranan	Dorienne Zumwalt Cameron Dewey (Liability) Steven Scott (Workers' Comp)	Enriqueta (Henri) Castro Tom Kline Gail Zeigler	Byrne Conley (Board Counsel) James Marta, CPA (Accounting) Alana Theiss, CPA (Accounting)



2018 MEETING CALENDAR

- Thursday, February 1, 2018 **Police Risk Management Committee** at 10:00 a.m.
- Thursday, March 22, 2018 *Executive Committee* at 10:00 a.m.
Claims Committee at 11:30 a.m.
- Thursday, April 26, 2018 **Risk Management Committee** at 10:00 a.m.
Board of Directors at 12 noon
- Wednesday, May 2, 2018 **Police Risk Management Committee** - 10:00 a.m.
- Thursday, May 17, 2018 **Claims Committee** at 10:00 a.m.
Executive Committee at 11:30 a.m.
- Thursday, June 14, 2018 **Risk Management Committee** at 10:00 a.m.
Board of Directors at 12 noon
- Thursday, August 2, 2018 **Police Risk Management Committee** at 10:00 a.m.
- Thursday, September 27, 2018 **Claims Committee** at 10:00 a.m.
Executive Committee at 11:30 a.m.
- Thursday, October 25, 2018 **Risk Management Committee** at 10:00 a.m.
Board of Directors at 12:30 p.m.
- Thursday, November 1, 2018 **Police Risk Management Committee** at 10:00 a.m.
- Thursday, December 13, 2018 **Board of Directors** at 10:00 a.m.

Meeting Location: Rocklin Event Center - Garden Room (except February - Ballroom)
2650 Sunset Boulevard, Rocklin, CA 95677

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

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 _____