



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
EXECUTIVE COMMITTEE MINUTES  
ZOOM TELECONFERENCE  
SEPTEMBER 19, 2024**

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**COMMITTEE MEMBERS PRESENT**

Ishrat Aziz-Khan, City of Colusa  
Rachel Ancheta, City of Dixon- **Chair**  
Allison Garcia, City of Folsom  
Martin Pineda, City of Gridley  
Dalacie Blankenship, City of Jackson  
Jen Lee, City of Rio Vista  
Jennifer Styczynski, City of Marysville – **Secretary**  
Elizabeth Ehrenstrom, City of Oroville  
Spencer Morrison, City of Yuba City- **Vice Chair**  
Marti Brown, City of Willows  
Crystal Peters, Town of Paradise

**COMMITTEE MEMBERS ABSENT**

Tameka Usher, City of Rocklin

**CONSULTANTS & GUESTS**

|  |   |
|--|---|
| Marcus Beverly, Alliant Insurance Services | Conor Boughey, Alliant Insurance Services |
| Jenna Wirkner, Alliant Insurance Services. | Evan Washburn, Alliant Insurance Services |
| James Marta, James Marta & Company LLC     | Jennifer Schultz, City of City Rio Vista  |
| Ryan Deming, Crowe                         | Shane Baird, Sedgwick                     |
| Dori Zumwalt, Sedgwick                     | Alicia Satarino, Crowe                    |
| Stacey Bean, LWP                           | Robert Thompson, City of Dixon            |

**A. CALL TO ORDER**

Chair Rachel Ancheta called the meeting to order at 10:31a.m.

**B. ROLL CALL**

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

**C. PUBLIC COMMENTS**

There were no public comments.

**D. CONSENT CALENDAR**

1. Executive Committee Meeting Minutes - May 23, 2024
2. Check Register from May 1, 2024, to August 31, 2024



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3. Investment Reports
  - a. Chandler Asset Management Short/Long Term - May 2024 to July 2024
  - b. Chandler Asset Management GASB 40 Reports as of June 30, 2024
  - c. Chandler Asset Management GASB 72 Reports as of June 30, 2024
  - d. Treasurer's Report as of June 30, 2024
4. PMIA Performance Report & LAIF Performance Report QE June 30, 2024
5. Police Risk Management Grant Funds Utilization Report as of September 2024
6. FY 24/25 Workers' Compensation Claims Audit Agreement
7. ACI Quarterly Report
8. HCA Appraisal Contract

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

**MOTION:** Jennifer Styczynski      **SECOND:** Marti Brown

**MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None.

**E. GENERAL RISK MANAGEMENT ISSUES**

Chief Thompson discussed Apex Officer for Police Departments with the Executive Committee.

Members had no discussion.

*Chief Thompson left the meeting at 10:50a.m.*

**F. ADMINISTRATION REPORTS**

**F.1. President's Report**

Ms. Ancheta gave her condolences to Sedgwick on the passing of Tom Kline. Ms. Ancheta attended the CAJPA Conference.

**F.2. CJPRMA Update**

Ms. Liz Ehrenstrom provided the CJPRMA update. We approved two claims worth \$3.3M and elected to have a finance committee. The Board approved a 3.2% salary increase. NCCSIF will not be subject to a surcharge for 25/26.



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

**Appraisal Update**

Ms. Washburn provided an update on the property appraisals.

**Vice Chair**

Ms. Wirkner discussed electing a new Vice-Chair at the October Board of Directors Meeting.

**G. FINANCIAL REPORTS**

**G.1. Quarterly Financial Report for Period Ending March 31, 2024**

Mr. James Marta discussed the Quarterly Financial Report for Period Ending March 31, 2024.

The report provides individual member Banking Layer financial reports, including a Combined Statement of Net Position and a Combined Statement of Revenues, Expenses, and Changes in Net Position for both the Workers' Compensation and Liability Programs.

For the Quarter ending March 2024, NCC had a change in Net Position of \$6,594,3936 and Investment Income of \$1,609,786.

**A motion was made to recommend approval of the Quarterly Financial Report for Period Ending March 31, 2024, to the Board of Directors.**

**MOTION:** Elizabeth Ehrenstrom    **SECOND:** Allison Garcia                      **MOTION CARRIED**  
**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None

**G.2. Quarterly Financial Report for Period Ending June 30, 2024**

**G.3. Budget to Actual as of June 30, 2024**

Mr. James Marta discussed the Quarterly Financial Report for Period ending June 30,2024.

For the year ending 2024, NCC had Operating Income of \$32,352,207 and Operating Expenses of \$35,600,012, resulting in an Operating Loss of (\$3,247,805). This is after NCC paid member dividends of \$5,325,577. The change in Net Position was \$471,380 due to Non-Operating Income of \$3,719,185, of which \$2,522,895 is Investment Income.



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The big change is the state fraud assessment. Measured by looking backwards and allocating state department costs based on what we paid on claims.

**A motion was made to recommend approval of the Quarterly Financial Report for Period Ending June 30, 2024, to the Board of Directors.**

**MOTION:** Spencer Morrison      **SECOND:** Dalacie Blankenship      **MOTION CARRIED**  
**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None

**G.3. FY 23/24 Financial Audit Update**

Mr. Ryan Deming and Ms. Alicia Satarino discussed an update on the financial audit for FY 23/24. They will have a final audit prepared for the October 17<sup>th</sup> Board of Directors Meeting. They have no findings or adjustments at this time.

*Ryan Deming and Alicia Satarino left the call at 11:25a.m.*

**H. JPA Business**

**H.1. Workers Compensation Claims Analysis**

Ms. Stacey Bean from LWP provided the Workers' Compensation Claims Analysis for 2019-2023.

**H.2. PRISM Workers' Compensation Claims Audit**

Mr. Beverly discussed the PRISM Workers' Compensation Claims Audit. LWP discussed resolving issues and the 3-point contact with the adjusters and additional training.

**MOTION:** Ishrat Aziz-Khan      **SECOND:** Allison Garcia      **MOTION CARRIED**  
**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None

**H.3. Sedgwick Risk Control**

Mr. Shane Baird discussed the Sedgwick Risk Control update.

*Information only, no vote taken.*

*Conor Boughey left the meeting at 11:48a.m.*



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#### **H.4. Liability Legal Counsel List Update**

Ms. Evan Washburn discussed revisions to the Liability Legal Counsel List update. We will be adding Tony Sain to the liability legal counsel list and fee increases for other firms.

**A motion was made to approve the fee increases and adding Tony Sain to the list and updated the fees.**

**MOTION:** Ishrat Aziz-Khan      **SECOND:** Spencer Morrison      **MOTION CARRIED**  
**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None

#### **H.5. Draft Board Strategic Planning Meeting Agenda**

Mr. Beverly discussed the draft board strategic planning meeting agenda.

*Information only, no vote taken.*

#### **H.6. Service Provider Survey Results**

Service providers and program administrators discussed the Service Provider Survey results.

1. Liability Claims Administrator Results (Sedgwick)
2. Workers' Compensation Claims Administration Results (LWP)
3. LWP Response to Workers' Compensation Claims Administration Survey
4. Safety and Risk Control Services Results
5. Brokerage Risk Management and Program Administration Results

#### **H.7. NorCal Cities Service Provider Renewal Contract Review**

Mr. Beverly discussed contract renewals for Sedgwick Risk Control, Bickmore Actuarial. James Marta and Company and Lexipol Grant Finder.

**A motion was made to requests proposals for the Board of Directors Meeting on December.**

**MOTION:** Liz Ehrenstrom      **SECOND:** Spencer Morrison      **MOTION CARRIED**  
**Ayes:** Aziz-Khan, Ancheta, Garcia, Pineda, Blankenship, Lee, Styczynski, Ehrenstrom, Morrison, Brown, Peters  
**Nays:** None



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**I. INFORMATION ITEMS**

1. NCCSIF Organizational Chart
2. NCCSIF 2023-2024 Meeting Calendar

There was no discussion on these items.

**J. ADJOURNMENT**

The meeting was adjourned at 12:39p.m.

Respectfully Submitted,

Tricia Cobey

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Tricia Cobey, Secretary

4/2/2025

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Date