



**MINUTES OF THE
NCCSIF BOARD OF DIRECTORS MEETING
ROCKLIN EVENT CENTER, ROCKLIN, CA
JUNE 18, 2015**

MEMBERS PRESENT

Liz Cottrell, City of Anderson
Dylan Feik, City of Auburn - *left at 12:25 pm*
Michelle Pellegrino, City of Dixon
Brad Koehn, City of Elk Grove
Bruce Cline, City of Folsom
Paula Islas, City of Galt
Dalacie Blankenship, City of Jackson
John Lee, City of Lincoln

Corey Shaver, City of Nevada City
Liz Ehrenstrom, City of Oroville
Crystal Peters, Town of Paradise
Sandy Ryan, City of Red Bluff
Tim Chapa, City of Rio Vista - *left at 12:30 pm*
Russell Hildebrand, City of Rocklin
Tim Sailsbery, City of Willows
Robin Bertagna, City of Yuba City

MEMBERS ABSENT

Jeff Kiser, City of Anderson
Toni Benson, City of Colusa
John Brewer, City of Corning
Matt Michaelis, City of Gridley
Dave Andres, City of Ione

Michael Daly, City of Jackson
Satwant Takhar, City of Marysville
Gina Will, Town of Paradise
Dave Warren, City of Placerville
Natalie Walter, City of Yuba City

GUESTS & CONSULTANTS

Michael Simmons, Alliant Insurance Services
Marcus Beverly, Alliant Insurance Services
Raychelle Maranan, Alliant Insurance Services
Henri Castro, Bickmore

Tom Kline, Bickmore
Dori Zumwalt, York Risk Services
Alana Theiss, James Marta & Company
Peter Urhausen, Gibbons & Conley

A. CALL TO ORDER

The meeting was called to order at 10:50 a.m.

B. PUBLIC COMMENTS

There were no public comments made.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Tim Sailsbery

SECOND: Liz Ehrenstrom

MOTION CARRIED

AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Bertagna

NAYS: None.



D. CONSENT CALENDAR

1. Board of Directors Meeting Minutes – April 16, 2015
2. Investment Reports
 - a. Chandler Asset Management Short/Long Term – March 2015 to May 2015
 - b. Treasurer’s Report as of March 31, 2015
 - c. Local Agency Investment Fund (LAIF) Report as of March 31, 2015

A motion was made to approve the Consent Calendar.

MOTION: Liz Ehrenstrom **SECOND:** Tim Chapa **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Hildebrand, Sailsbery, Bertagna
NAYS: None.

E. COMMITTEE MINUTES

1. Risk Management Committee Meeting Minutes – April 16, 2015 (Draft)
2. Police Risk Management Committee Meeting Minutes – May 7, 2015 (Draft)
3. Executive Committee Meeting Minutes – May 21, 2015 (Draft)
4. Claims Committee Meeting Minutes – May 21, 2015 (Draft)

There was no discussion on these items.

F. EXECUTIVE COMMITTEE MEETING OF MAY 21, 2015 SUMMARY

There was no discussion.

G. ADMINISTRATION REPORTS

G1. President’s Report

Russell Hildebrand had no items to report.

G2. Program Administrator’s Report

Marcus Beverly noted that Alliant has hired a new staff member, Raychelle Maranan, to take over as the main administrative contact for NCCSIF. She will be in training and ramping up to learn the ins and outs of NCCSIF and Michelle Minnick will be assisting over the next few months to make sure it is a smooth transition.



H. FINANCIAL REPORTS

H1. Quarterly Financial Report for Period Ending March 31, 2015

Alana Theiss presented the Board of Directors with the Quarterly Financial Report for Period Ending March 31, 2015. Ms. Theiss indicated the entire pool, the shared layer, administrative layer and banking layer, for both the Liability and Workers' Compensation (WC) program has combined assets of \$51.7 million as of March 31, 2015. The Statement of Revenues is the income statement of the pool for the nine-months ending March 31, 2015, and noted most of the revenues are coming from premiums. The total year-to-date income from investments is \$778,000.

Ms. Theiss noted in the Liability program, four members are in deficit position in the banking layer. There was a loss in the Liability program in the Admin Layer that was budgeted ahead of time to keep premiums low. For the WC program, there is a \$100,000 designated for Contingency under the Administrative layer which is new this year. The total amount in the Safety Grant is \$249,754 as a whole for the pool. This Safety Grant is the amount elected by each member to keep in their funds for safety layer expenditures. There are three members in deficit position in the WC program.

Ms. Theiss proceeded and reviewed the Budget-to-Actual. She reported this is the pool budget for the whole year and does not account for investment income and claims activity. There are some overages in the budget for Safety Services due to incorrect coding and is currently working with Marcus Beverly to reallocate and fix the coding correctly.

A motion was made to receive and file the Quarterly Financial Report for the period ending March 31, 2015.

MOTION: Brad Koehn **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.

H2. Budget-to-Actual as of March 31, 2015

The Budget-to-Actual was reviewed under item H1.



I. JPA BUSINESS

II. Agenda Posting Policy

Marcus Beverly indicated to meet the requirements of the Brown Act, and receive a renewal of NCCSIF'S CAJPA Accreditation with Excellence; meeting agendas must be posted at least 72 hours before a regular meeting in a location freely accessible to members of the public. The California Attorney General interpreted this provision to require posting in locations accessible to the public 24 hours a day during the 72-hour period. Although the agenda is posted on the NCCSIF website, and it is accessible 24/7, at this time that does not meet the Attorney General's interpretation. In order to meet this requirement, the Board is asked to adopt a policy whereby agendas will be posted at a member's location where it will be accessible 24 hours a day. The Treasurer's location is recommended due to the stability of the position and ability to post the agenda in an accessible location. If the agenda can't be timely posted at the Treasurer's location the backup is the President's location

After much discussion, the Board of Directors agreed to post the meeting agendas at both the Treasurer's and President's locations.

A motion was made to adopt the Agenda Posting Policy as amended by the Board of Directors.

MOTION: Tim Sailsbery **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Bertagna
NAYS: None.

I2. 2015/16 NCCSIF Liability Memorandum of Coverage

Marcus Beverly indicated NCCSIF annually reviews the Liability Memorandum of Coverage (MOC) based on member feedback and/or changes made to the excess MOC provided by CJPRMA. Byrne Conley, NCCSIF Legal Counsel, has suggested adding wording to the MOC's arbitration provision that makes it clear NCCSIF will not be liable for consequential or "bad faith" damages. CJPRMA is expected to add similar language to the Conditions section of their MOC, and while the NCCSIF MOC follows their form unless otherwise noted, CJPRMA does not have an arbitration provision.

This change was presented to the Executive Committee (EC), and program administrator was asked to contact legal counsel to confirm the best location to add the language to give it more weight. Legal Counsel recommended adding the language under the arbitration section as it deals with disputes between the member and the pool. Counsel also agreed adding the language in the Limit of Liability or Insuring Agreement section is appropriate, but he recommended adding "In the event of a coverage dispute" at the beginning. Legal Counsel also recommended changing Insuring Agreement to Coverage Agreement. The Program Administrators incorporated all the changes per the advice of Legal Counsel.



Mr. Beverly also recommended combining the two endorsements dealing with certain member transit operations in to one by adding the City of Dixon to the first endorsement.

Peter Urhausen was present on behalf of Byrne Conley and provided clarification as to what bad faith or consequential damages are. Mr. Urhausen explained member attorney's fees incurred in pursuing coverage for a claim are considered consequential damages. In commercial insurance contexts, the insured can recover their attorney fees only if the insurance company acts in bad faith, meaning unreasonably denies a claim that should be covered. With the NCCSIF Board making decisions on coverage matters, a member may not get coverage, but it's unlikely to be the result of bad faith on the part of members.

A motion was made to approve the Liability Memorandum of Coverage as presented.

MOTION: Bruce Cline **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.

I3. 2015/16 NCCSIF Workers' Compensation Memorandum of Coverage

Marcus Beverly indicated as previously discussed under item I2., legal counsel recommended changes to the Liability MOC based on a liability coverage dispute, and although the exposure to such a dispute is much less under Workers' Compensation (WC) coverage, it is the Program Administrators recommendation to include similar language in the WC MOC. Legal counsel was asked to comment and agreed the language should be placed at the end of Section A, though the wording regarding interest should be removed.

A motion was made to approve the Workers' Compensation Memorandum of Coverage as presented.

MOTION: Bruce Cline **SECOND:** Brad Koehn **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Islas, Blankenship, Lee, Shaver, Ehrenstrom, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.

I4. 2015/16 Property Program Renewal

I4a. NCCSIF Property Renewal Proposal

Marcus Beverly reported the Board annually reviews and approves the Property Renewal Proposal. NCCSIF Property Program members are covered through the Alliant Property Insurance Program (APIP) which is up for renewal as of July 1, 2015. Mr. Beverly reviewed the details of the proposal. NCCSIF provides optional property insurance for its members through APIP. This is a joint purchase insurance program currently providing members up to \$1,000,000,000 in all risk limits. Premiums are based on each member's exposures which are provided via a schedule of insured locations. Mr. Beverly noted the property rate decreased by



5.2%. The Total Insured Values (TIV) increased 15.4% this year, thereby increasing the premium by 12.3%. The Executive Summary listed all the changes to the coverage for 2015/16. Most of the changes are clarifications of the policy language. There are no new reductions or restrictions in coverage. There are two enhancements to the vehicle deductibles for earthquake and flood, limiting them to \$10,000 versus a sliding scale up to \$100,000. This coverage applies only for members with Vehicle Coverage through APIP program. Members with physical damage through the APD program receive their premium notices directly and are not included in the APIP numbers.

Mike Simmons explained the name of the program changed from PEP/IP to APIP. The APIP program has some unique features notably earthquake and flood are covered on the auto coverage automatically, as that is what a normal auto policy would cover. However, sub-limits apply. Mr. Simmons expressed the importance of prompt reporting in the event of a claim.

Mr. Beverly noted there is up to \$25 million in coverage for Course of Construction. It is automatic coverage and members are not charged additional premium for projects under that dollar limit. Cyber Coverage is also included, but there are limits to it as outlined in the proposal. Pollution Liability is also included as outlined in the proposal. He emphasized both of these additional coverages are on claims made and recorded policies; therefore, it is important to report a claim immediately to the insurer and follow up with Alliant.

Robin Bertagna pointed out that Yuba City's contactor's equipment is missing on the deposit calculations. Ms. Bertagna indicated Yuba City updated the improvements and content values in all its buildings and subsequently had an appraisal done. Mr. Beverly stated he would have to check as to why no values listed on the report.

Michelle Pellegrino inquired about the renewal process as she had not received any confirmation from staff after she submitted the updated values for City of Dixon. It was questioned whether the proposed premium reflected their updated values. Mr. Beverly indicated staff will provide the updated TIV schedule to each member. Any minor modification should not shift the premium dramatically.

A motion was made to approve the 2015/16 Property Program Renewal with Alliant Property Insurance Program (APIP) as presented.

MOTION: Liz Ehrenstrom **SECOND:** Robin Bertagna **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery
NAYS: None.



I4b. APIP Claims Reporting Acknowledgements

Marcus Beverly indicated given the importance of responding quickly to property claims, and the threat of reduced or denied coverage for late reporting of claims, Alliant has requested that all APIP members understand and acknowledge the claims reporting requirements. It is critical that members and their staff recognize and respond to property claims in a timely manner so as to mitigate the damages and receive the full benefits of their property coverage. The acknowledgement of receipt of the Claims Reporting Requirements in the agenda packet may be signed by individual members and/or the group may authorize the Board President to sign the acknowledgement on behalf of the group. The report forms will be available on the NCCSIF website.

A motion was made to authorize the Board President to sign the APIP Claims Reporting Acknowledgement on behalf of the group.

MOTION: Liz Ehrenstrom **SECOND:** Bruce Cline **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.

I4c. Cyber Liability Optional Coverage Enhancement

Marcus Beverly reported the Property policy includes Cyber Liability coverage. Each member of the JPA has a \$2 million Cyber Liability aggregate limit with privacy notification costs at a \$1 million limit. The privacy notification limit erodes the \$2 million aggregate. An optional coverage is available that replaces the privacy notification monetary limit with a person limit that does not erode the aggregate. The person limit provides an unlimited dollar amount for notification services subject to the number of notified individuals selected. The additional premium is based on the JPA's annual revenue or operating budget and the number of notified individuals that would be covered.

If the privacy notification option is purchased, then Excess Cyber Liability limits are available from \$1 million to \$5 million.

The Cyber Liability options can be purchased by the JPA as a whole or by individual city. The coverage can be added anytime.

The Board discussed whether additional coverage is needed for the group. The current Cyber coverage included in the Property program provides \$2 million in aggregate limit per annum and \$1 million privacy notification seems adequate coverage for the group.



Mike Simmons stated it is very complicated product to understand. Mr. Simmons indicated Alliant has a recorded webinar that outlines the benefits of the current Cyber coverage and extension of the Cyber Enhance Option coverage. Alliant will email the link to members and may pass it along to IT staff that may have a better understanding of the risk factors in the cyber world.

The general consensus of the Board was to leave this all up to individual cities to get further informed and take it up to city level to add this enhancement as opposed to pool wide approach. Russell Hildebrand encouraged all members to participate on a webinar to be fully informed.

I5. 2015/16 Crime Renewal

Marcus Beverly reported NCCSIF's Crime coverage program renews July 1, 2015. This program offers coverage for NCCSIF members' monetary loss due to Employee Dishonesty, including Faithful Performance and fraud exposures. The current coverage is placed through National Union Fire Insurance Co. of Pittsburgh, an AIG subsidiary. A majority of the members participate in the Crime coverage program. The member costs are allocated based on number of employees. The deductible is \$5,000 except \$15,000 for City of Gridley. It is important to note for those needed to be bonded such as Treasurer and City Manager, this policy covers faithful performance and therefore, the member city does not need to purchase an individual bond.

Mr. Beverly indicated the member city must pass a resolution authorizing the use of a Master Crime Policy such as that provided through NCCSIF. The city attorney determines the appropriate limit for coverage. Based on passing a resolution with city council approval, there is no need for individual city to purchase individual bonds for its Treasurer and City Manager.

Russell Hildebrand encouraged members to check whether their city has a resolution and/or policy to take advantage of this coverage.

A motion was made to approve the 2015/16 Crime Renewal as presented.

MOTION: Robin Bertagna **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery
NAYS: None.

I6. 2015/16 Identity Fraud Reimbursement Coverage Renewal

Marcus Beverly indicated NCCSIF first purchased Identity (ID) Fraud coverage for the 2014/15 policy year. The coverage renews July 1, 2015. This is coverage for employees, not for the city. The limit of liability is \$25,000 per insured person. The coverage is for reimbursement of expenses associated with resolving a fraud event, including resolving and replacing documents. The coverage is through Travelers Excess and Surplus Lines Company. The premium is based on group as a whole.



Members requested to have some type of ID card with summary of benefits to be disseminated to employees.

A motion was made to renew the 2015/16 Identity Fraud Reimbursement Coverage as presented.

MOTION: Liz Ehrenstrom **SECOND:** Tim Sailsbery **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Bertagna
NAYS: None.

I7. ACI Contract Renewal

Marcus Beverly indicated the contract with ACI Specialty Benefits for Employee Assistance Program (EAP) and Wellness Services is up for renewal as of July 1, 2015. The Pool pays for the Wellness program. The member is billed directly for the EAP program. Each one with EAP cost may choose from three or six sessions. The CORE Wellness rate went up slightly from .97cents to \$1.00.

The Board members discussed the EAP may be offered through individual city's short or long term disability insurance as part of the disability policy. Discussion ensued whether some or may be all members are paying double coverage. The general consensus of the Board is to renew the EAP and Wellness coverage benefits through the group at this time so there is no interruption of coverage for those members currently using the service, but encouraged member cities to check whether EAP coverage is included in their disability policy to determine if this coverage is needed to have through ACI. Program Administrator was directed to survey the members whether it has EAP coverage at the city level and keep track of the utilization.

A motion was made to renew the Employee Assistance Program and Wellness Services with ACI Specialty Benefits with caveat to track utilization to determine whether this coverage is needed.

MOTION: Bruce Cline **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.

The Board took a break for lunch at 12:23 pm.

Dylan Feik and Tim Chapa left the meeting during lunch.

The meeting resumed at 1:00 pm.



I8. Risk Management Services and Budget

I8a. Sewer Risk Management Proposal

Marcus Beverly reported the Risk Management Committee (RMC) discussed this item at its earlier meeting that morning which most board members were present. There were additional handouts for this agenda item: an updated Sewer Risk Management Survey, a budget Risk Management Budget with and without the Sewer services cost, and the Sewer Risk Management Services Funding Analysis. The RMC recommended not funding any grants for the Sewer Risk Management services at this point. Instead, Program Administrator was directed to survey the members and find out what the individual member needs are.

Russell Hildebrand provided some key discussion from the RMC meeting. RMC needs further evaluation of different concepts and ideas to fill the members' needs to efficiently address the weak points in the system, to audit response plans and to provide some coaching training on how to do better on those points to efficiently address and spend the pool's resources.

Corey Shaver stated the City of Nevada City has an ordinance requiring property owners install a backflow prevention device before a property can close escrow. The city inspects it and sign off in order for the property to be sold. Nevada City contracted the county building department for any work that needs to be done and would not issue a permit without the backflow device. The City does not charge the property owner for permit as an incentive and everyone is compliant. It was noted this City Ordinance is a good idea and will pass on to RMC for consideration when evaluating the needs for lateral lines related issues.

The Board acted on the RMC's recommendation not to commit to the Sewer Risk Management contract at this time, and recommended the Risk Management Policy and Procedures be updated but not necessarily to include the sewer ordinance and audit must be done by Bickmore.

A motion was made to approve updating the Risk Management Policy and Procedure #RM-9 as recommended by the Risk Management Committee.

MOTION: Bruce Cline **SECOND:** Liz Ehrenstrom **MOTION CARRIED**
AYES: Cottrell, Pellegrino, Koehn, Cline, Islas, Blankenship, Lee, Shaver, Ehrenstrom, Peters, Ryan, Hildebrand, Sailsbery, Bertagna
NAYS: None.

I8b. Employment Practices Liability (EPL) Hotline

Marcus Beverly indicated members asked the Program Administrators (PAs) to provide an option for Employment Practices Liability (EPL) risk management. Primarily a hotline service to provide legal advice as needed, particularly prior to any decision related to discipline or termination of employment. The PAs reached out to Liebert Cassidy for a quote based on prior experience with them, the training consortium they offer that includes hotline services, and the fact that nine members are already members of their consortium and familiar with what type of



services and training sessions it offers. The cost varies based on the size of the consortium and number of employees. The more people in the consortium the lower the price. The annual cost if all members join is \$53,900.

The Board discussed other options for an EPL hotline, including reaching out to various firms that are on the litigation defense list. Most members have gone through Liebert Cassidy training for a number of years and have most, if not all, of its training materials. Russell Hildebrand suggested members to compile a list of seminars and/or any training materials they may have and share resources with one another.

The Board referred this matter to Executive Committee for further discussion and to continue evaluating other options.

I8c. Police Risk Management Committee Update and Budget

Marcus Beverly reported the Risk Management Committee (RMC) discussed this item at its earlier meeting that morning where most board members were present. The RMC is recommending continuing to fund the \$50,000 annual budget for police risk management; however, before the funds are dispersed the PRMC would come to the RMC and EC with a specific plan as to what to use the money for. The plan could be mix of body cameras or storage solutions. As Tom Kline reported during the RMC meeting, there are various proposed pieces of legislation in the works that could impact the plan.

Russell Hildebrand indicated the additional budget is a place holder, but no expenditures until there is a definitive plan how exactly that money would be spent.

The Board discussed the data storage issue and members shared ideas on how some city are planning to handle this issue.

Tom Kline indicated RMC will dig in further to tackle all three components: body cameras, storage and a policy for use and storage.

A motion was made to approve the Risk Management Committee's recommendation of adding \$50,000 budget for Body Cameras and storage with \$7,900 for the operating expenses with the caveat that no money will be dispersed from the \$50,000 without approval from the Executive Committee.

MOTION: Bruce Cline

SECOND: Liz Ehrenstrom

MOTION CARRIED

AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Shaver, Peters, Ryan, Chapa, Hildebrand, Sailsbery, Bertagna

NAYS: None.



I8d. Risk Management Grant Policy Revision

Due to time constraint, this item was tabled until such time the Risk Management Committee has time to discuss at their next meeting.

I8e. Risk Management Services Budget

Due to time constraint, this item was tabled until such time the Risk Management Committee have time to discuss this matter at their next meeting.

I9. 2015/16 NCCSIF Budget

Marcus Beverly indicated the Board reviews and approves the budget for the next fiscal year. He noted the Budget report was handed out at the beginning of the meeting. He reviewed the budget with the Board and the items with changes under the Administrative Expenses:

- The Claims Audits: Every year either the Liability or Workers' Compensation claims are audited. The Liability claims audit was performed in FY 13/14 and will be conducted in FY 15/16.
- The Financial Audit amount has been increased in accordance with the current contract with Crowe Horwath.
- Legal Services has increased from \$10,000 to \$13,000.
- Actuarial Services are included at \$6,800 for liability and \$5,000 for WC, including the \$2,000 credit from CSAC-EIA for the actuarial each year.
- NCCSIF is currently renewing their CAJPA accreditation with excellence. This cost occurs every three years.
- Bickmore's services have been broken out this year and have been increased from a total of \$160,220 to \$164,720 to reflect a projected additional increase of 2%. Their agreement allows for annual adjustment.
- Lexipol Law Enforcement Policy Manual was increased from \$96,500 to \$106,250 to reflect current costs.
- Wellness was increased from \$14,150 to \$15,072 to reflect increase in new agreement with ACI.
- State Funding/Fraud Assessment has been increased from \$145,000 to \$165,000 in anticipation of 8% increase.
- Total Program Administration costs have been increased from \$351,826 to \$357,370 to anticipate increases in coverage renewals and the program administration agreement.

Paula Islas raised the question regarding utilization of Occu-Med services. After further discussion, it seems the Occu-Med service is not widely utilized. Russell Hildebrand suggested to survey member to find out utilization for this service, and further directed staff to comeback to address the Occu-Med utilization at the next meeting.

A motion was made to approve the 2015/16 NCCSIF Budget and to report back on the utilization of Occu-Med service.



MOTION: Robin Bertagna **SECOND:** Brad Koehn **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Cline, Islas, Blankenship, Lee, Shaver, Ehrenstrom, Peters,
Ryan, Chapa, Hildebrand, Sailsbery
NAYS: None.

I10. 2015/16 Deposit Calculations

I10a. Liability

Marcus Beverly stated the 2015/16 Deposit Calculations report was handed out at the beginning of the meeting. Mr. Beverly reviewed the deposit calculations with the Board. This year the Liability deposits are capped at 25% maximum increase over the prior year. The Administrative Surplus offset has been applied to the Liability Administrative Expenses in the amount of \$120,000. The Board has increased the Confidence Level funding from 65% to 67.5% and the interest discount rate remains flat at 1.5%

A motion was made to approve the 2015/16 Liability Deposit Calculation.

MOTION: Bruce Cline **SECOND:** Robin Bertagna **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Shaver, Ehrenstrom, Peters,
Ryan, Chapa, Hildebrand, Sailsbery
NAYS: None.

I10b. Workers' Compensation

Marcus Beverly stated the 2015/16 Deposit Calculations report was handed out at the beginning of the meeting. Mr. Beverly reviewed the deposit calculations with the Board. This year the Workers' Compensation deposits are capped at a 40% maximum increase over the prior year. The Administrative Surplus offset has been applied to the Workers' Compensation Administrative Expenses in the amount of \$120,000. The Board has increased the Confidence Level funding from 65% to 67.5% and the interest discount rate remains flat at 1.5%.

A motion was made to approve the 2015/16 Workers' Compensation Deposit Calculations.

MOTION: Bruce Cline **SECOND:** Corey Shaver **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Islas, Blankenship, Lee, Ehrenstrom, Peters, Ryan,
Chapa, Hildebrand, Sailsbery, Bertagna
NAYS: None.



I10c. Marysville Request for Quarterly Payments

Marcus Beverly reported the City of Marysville has provided a written notice requesting a quarterly installment payment plan for their 2015/16 Liability contributions. Unfortunately, Satwant Takhar was not able to attend due to death in the family and no other representative for City of Marysville to speak on this matter other than the letter that was provided to the Program Administrator.

It was noted no one has asked for installment payment in the past.

Alana Theiss noted the City of Marysville also has an assessment due in the amount of \$168,000 payable in 2 installments: due July 15th and October 1st.

After much deliberation, the Board did not act due to lack of information other than what is outlined in the letter that the city is having cash flow problem. Therefore, the Board referred this matter to the Executive Committee to make the decision once information is collected to determine the financial circumstances of the City of Marysville.

A motion was made to refer this matter to the Executive Committee for further discussion and evaluation of City of Marysville's financial circumstances, directed Program Administrator to gather more information from the City, with the understanding this is one time exception and that NCCSIF is not establishing ongoing policy for installment payments.

MOTION: Tim Sailsbery **SECOND:** Paula Islas **MOTION CARRIED**
AYES: Cottrell, Feik, Pellegrino, Koehn, Cline, Blankenship, Lee, Shaver, Ehrenstrom, Peters, Ryan, Chapa, Hildebrand, Bertagna
NAYS: None.

I11. Round Table Discussion

Marcus Beverly stated he would like to have a discussion focusing on Risk Management Services and suggested having a separate meeting just for the Risk Management Committee, not concurrent with the Board of Directors meeting. Mr. Beverly also suggested since everyone has different needs then perhaps the group may look into building a menu of services for each member to choose from similar to a cafeteria plan.

Paula Islas asked to evaluate the pool's Liability for Firing Ranges since CJPRMA limits their coverage for them and NCCSIF may have more flexibility with the use of firing ranges.



J. INFORMATION ITEMS

1. NCCSIF Organizational Chart
2. NCCSIF 2015 Meeting Calendar
3. NCCSIF Travel Reimbursement Form
4. NCCSIF Resource Contact Guide
5. CAJPA Conference: September 16-18, 2015 in South Lake Tahoe, CA

K. Adjournment - This meeting was adjourned at 1:50 p.m.

NEXT MEETING DATE: October 15, 2015 in Rocklin, CA

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Michelle Pellegrino", is written over the typed name.

Michelle Pellegrino, Secretary

10/15/15

Date