



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND CLAIMS COMMITTEE MEETING VIA TELECONFERENCE

DATE / TIME: Thursday, May 27, 2021 at 9:00 a.m.

LOCATION: Zoom Teleconference
Call-in Number: (669) 900-6833
Meeting ID: 936 5254 1392
Passcode: 595533

A – Action
I – Information

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. ROLL CALL

C. PUBLIC COMMENTS

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

pg. 3 **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 Committee may request any item to be considered separately.

- pg. 4 1. Claims Committee Meeting Minutes – March 25, 2021
pg. 6 2. Claims Committee Special Meeting Minutes – April 7, 2021

pg. 9 **E. CLOSED SESSION TO DISCUSS PENDING CLAIMS** **A 3**

(Per Governmental Code Section 54956.95)

REQUESTING AUTHORITY

Liability:

1. Brown v. City of Rio Vista

Workers Compensation:

1. NCWA-557025-v. City of Colusa
2. NCWA-557327-v. City of Ione



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

3. NCWA-557085 and NCWA-557090 v. Town of Paradise
4. NCWA-272103 and NCWA-254828 v. Town of Paradise

F. REPORT FROM CLOSED SESSION **I 4**
The Committee will announce any reportable action taken in closed session

pg. 10 **G. ROUND TABLE DISCUSSION** **I 4**
This is an opportunity for Committee members to ask questions or raise issue on risk exposures common to the members.

H. ADJOURNMENT

UPCOMING MEETINGS

- Board of Directors Meeting - June 17, 2021
- Police Risk Management Committee Meeting - August 5, 2021
- Claims Committee Meeting - September 23, 2021
- Executive Committee Meeting - September 23, 2021
- Board of Directors Meeting - October 28, 2021
- Risk Management Committee Meeting- October 28, 2021

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 Jenna Wirkner at Alliant Insurance Services at (916) 643-2741.

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 Claims 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.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Claims Committee Meeting
May 27, 2021**

Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

ISSUE: The Claims Committee reviews items on the Consent Calendar, and if any item requires clarification or discussion a Member should ask that it be removed for separate action. The Committee should then consider action to approve the Consent Calendar excluding those items removed. Any items removed from the Consent Calendar will be placed later on the agenda in an order determined by the Chair.

RECOMMENDATION: Adoption of the Consent Calendar after review by the Committee.

FISCAL IMPACT: None.

BACKGROUND: Routine items that generally do not require discussion are regularly placed on the Consent Calendar for approval.

ATTACHMENT(S):

1. Claims Committee Meeting Minutes - March 25, 2021
2. Claims Committee Special Meeting Minutes – April 7, 2021



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
CLAIMS COMMITTEE SPECIAL MEETING MINUTES
VIA TELECONFERENCE
MARCH 25, 2021**

COMMITTEE MEMBERS PRESENT

Jose Jasso, City of Rio Vista (**Chair**)
Yvonne Kimball, City of Jackson
Stephanie Van Steyn, City of Galt

COMMITTEE MEMBERS ABSENT

Jen Jee, City of Rio vista
Jennifer Styczynski, City of Marysville

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services
Dori Zumwalt, Sedgwick

Jill Petrarca, Sedgwick
Steven Scott, Sedgwick

A. CALL TO ORDER

Chair Jose Jasso called the meeting to order at 9:05 a.m. A roll call was made and the above mentioned members were present constituting a quorum.

B. ROLL CALL

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

C. PUBLIC COMMENTS

No public comments were made.

D. CONSENT CALENDAR

1. Claims Committee Meeting Minutes - September 24, 2020
2. Claims Committee Special Meeting Minutes – December 3, 2020
3. Claims Committee Special Meeting Minutes – January 21, 2021

A motion was made to approve the consent Calendar.

Motion: Yvonne Kimball **Second:** Jose Jasso **Motion Carried**
Ayes: Kimball, Jasso, Van Steyn

E. CLOSED SESSION

Pursuant to Government Code Section 54956.95, the Committee recessed to closed session at 9:10 a.m. to discuss the following claims:

A Public Entity Joint Powers Authority



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
CLAIMS COMMITTEE SPECIAL MEETING MINUTES
VIA TELECONFERENCE
MARCH 25, 2021**

Liability:

1. Barrett v. City of Yuba City
2. Young v. City of Marysville
3. Googooian v. City of Rocklin

Workers Compensation:

1. NCWA-543918-v. City of Yuba City

F. REPORT FROM CLOSED SESSION

The Committee reconvened to open session at 9:53 a.m.

Chair Jasso indicated that the Committee met and provided direction on the above claims but no reportable action was taken.

No reportable action was taken.

The remaining Agenda items were tabled for the next meeting.

G. FY 20/21 WORKERS' COMPENSATION PROGRAM CLAIM AUDITS AND SEDGWICK RESPONSE

G.1. ALC ANGELA MUDGE- FOR NORCAL CITIES SIF

G.2. NORTH BAY ASSOCIATES – FOR PRISM

H.1. NEW ADDITION- JEFFREY DUNN

I. ROUND TABLE DISCUSSION

J. ADJOURNMENT

This meeting was adjourned at 9:57 a.m.

Respectfully Submitted,

Jennifer Styczynski, Secretary

Date



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
CLAIMS COMMITTEE SPECIAL MEETING MINUTES
VIA TELECONFERENCE
APRIL 7, 2021**

COMMITTEE MEMBERS PRESENT

Jose Jasso, City of Rio Vista (**Chair**)
Jen Lee, City of Rio Vista
Stephanie Van Steyn, City of Galt
Jennifer Styczynski, City of Marysville
Yvonne Kimball, City of Jackson

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services Jenna Wirkner, Alliant Insurance Services
Dori Zumwalt, Sedgwick

A. CALL TO ORDER

Chair Jose Jasso called the meeting to order at 2:03 p.m. A roll call was made and the above mentioned members were present constituting a quorum.

B. ROLL CALL

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

C. PUBLIC COMMENTS

No public comments were made.

D. FY 20/21 WORKERS' COMPENSATION PROGRAM CLAIM AUDITS AND SEDGWICK RESPONSE

D.1. NORTH BAY ASSOCIATES – FOR PRISM

Yvonne Kimball joined the call at 2:08 p.m.

Mr. Beverly gave a brief overview on the North Bay Workers Compensation Audit for PRISM. PRISM does an audit every other year for Workers' Compensation. NorCal Cities also does a Workers' Compensation audit every other year. The PRISM Audit covers two programs, both NCCSIF and Napa County. Overall the Audit showed strong performance in most areas. Areas needing improvement were continued contact with injured employees, initial and subsequent excess reporting and timely payment of medical bills. Overall we were satisfied with the audit and services. Priority should be given to following up with employees on TD at least every 30 days and no more than five days after surgery or doctor visit in which the employee's work status may change or they reach maximum improvement.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
CLAIMS COMMITTEE SPECIAL MEETING MINUTES
VIA TELECONFERENCE
APRIL 7, 2021**

Dori Zumwalt from Sedgwick, discussed employer communication with injured workers. We encourage employers/supervisors to maintain contact with the injured worker. A simple check in just asking how things are going is sufficient. Well-being concerns are helpful to maintain the relationship with injured workers. Dori Zumwalt pointed out that they scored 100% on initial employee contact.

Mr. Beverly discussed having a best practices training on workers compensation claim handling.

Members discussed the idea of having a best practices training on Workers Compensation claim handling and would like to have the training.

D.2. ALC ANGELA MUDGE – FOR NOR CAL CITIES SIF

Mr. Beverly discussed the ALC Audit for NorCal Cities SIF. This is the first year we have used Angela Mudge for the Audit. Overall the scores and recommendations were similar to the PRISM Audit. While the overall score at 84.93% was just under the “good” rating of 85%, on balance the strengths in the most critical areas outweigh the improvement areas.

Mr. Beverly discussed possibly having another Workers’ Compensation Audit in the fall so we get back on track with the PRISM Audit. We do want to focus on following up with employees. We need a better recognition and process and engage the employer to keep the dialogue going. Areas of improvement to work on proper benefits letter sent and employee follow-up.

Dori Zumwalt mentioned sharing internal audits with Marcus and NCCSIF Members.

Members discussed if COVID-19 was a factor in getting employees into appointments and getting updates out. Stephanie Van Steyn from the City of Galt discussed the quarterly claim updates and how helpful they have been. Members discussed it not being necessary to have another audit this year. We would move up the audit to happen in the summer of 2023.

A motion was made to accept and file both the PRISM and ALC Audits.

Motion: Stephanie Van Steyn **Second:** Jennifer Styczynski **Motion Carried**
Ayes: Jasso, Van Steyn, Styczynski, Kimball
Nays: None

E.1. New Addition – Jeffrey Dunn, Best, Best and Krieger

Mr. Beverly discussed adding Jeffrey Dunn to the Liability Counsel List. The City of Folsom would like to add Mr. Dunn to defend a series of water-related claims against the City. Mr. Dunn is a specialist on water claims. He is a little higher than our preferred rate but he would be good for future water related claims.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Claims Committee Meeting
May 27, 2021**

Agenda Item E.

CLOSED SESSION TO DISCUSS PENDING CLAIMS

(Per Governmental Code Section 54956.95)

ACTION ITEM

ISSUE: Pursuant to Government Code Section 54956.95, the Committee will hold a Closed Session to discuss the following claims:

Liability:

1. Brown v. City of Rio Vista

Workers Compensation:

1. NCWA-557025-v. City of Colusa
2. NCWA-557327-v. City of Ione
3. NCWA-557085 and NCWA-557090 v. Town of Paradise
4. NCWA-272103 and NCWA-254828 v. Town of Paradise

FISCAL IMPACT: Unknown.

RECOMMENDATION: The Program Administrator cannot make a recommendation at this time, as the subject matter is confidential.

BACKGROUND: Confidential.

ATTACHMENT(S): None.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Claims Committee Meeting
May 27, 2021**

Agenda Item G.

ROUND TABLE DISCUSSION

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: This is an opportunity for Committee members to ask questions or raise issue on risk exposures common to the members.

ATTACHMENT(S): None.