



**MINUTES OF THE
NCCSIF EXECUTIVE COMMITTEE MEETING
RESIDENCE INN, CHICO, CA NOVEMBER 15, 2012**

MEMBERS PRESENT

Karin Helvey, City of Gridley
Liz Ehrenstrom, City of Oroville
Tim Sailsbery, City of Willows
Steve Kroeger, City of Yuba City
Gina Will, Town of Paradise

MEMBERS ABSENT

Jeff Kiser, City of Anderson
John Brewer, City of Corning
Sandy Ryan, City of Red Bluff

GUESTS & CONSULTANTS

Michael Simmons, Alliant Insurance Services
Susan Adams, Alliant Insurance Services
Johnny Yang, Alliant Insurance Services
David Becker, James Marta & Company
Craig Wheaton, York Risk Services
Ben Burg, York Risk Services
Debra Yokota, York Risk Services

A. CALL TO ORDER

The meeting was called to order at 10:30 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:** Steve Kroeger **MOTION CARRIED**



D. CONSENT CALENDAR

1. Executive Committee Teleconference Meeting Draft Minutes – September 13, 2012
2. Check Register at September 30, 2012
3. Investment Reports
 - a. LAIF as of September 30, 2012
 - b. Chandler Asset Management – Short/Long Term – October, 2012

A motion was made to approve the Consent Calendar.

MOTION: Karin Helvey **SECOND:** Tim Sailsbery **MOTION CARRIED**

E. MINUTES AND REPORTS

1. Risk Management Committee Draft Minutes – October 15, 2012
2. Board of Directors Meeting Draft Minutes – October 15, 2012
3. Claims Committee Teleconference Draft Minutes – September 13, 2012
4. CJPRMA Investment Report ending September 30, 2012
5. CSAC EIA Investment Report – Quarter ending September 30, 2012

These items are provided as information only.

F. ADMINISTRATION REPORTS

F1. President's Report

Ms. Liz Ehrenstrom had no items to address pertaining to NCCSIF.

F2. Program Administrator's Report

Ms. Susan Adams advised that members' have expressed concerns regarding Workers' Compensation Claims handling and that she was contacting the members directly to get specifics to address with York. Staff has been in contact with York Risk Services and a meeting has been scheduled for November 19th to address the issues.

Mr. Ben Burg explained that York is aware of these concerns and is working on improving their services and providing more prompt claims handling. Ms. Debra Yokota advised that York is working on obtaining new personnel in the near future which will be able to resolve members' concerns.

The Committee asked that the new claims adjusters reach out and update members on a quarterly basis. The Committee stated their concerns and is not interested in issuing a RFP for Claims Administration at this time, they want service to increase to the level it was previously at.



G. FINANCIAL REPORTS

G1. Quarterly Financial Report for Period Ending September 30, 2012

Mr. David Becker from James Marta & Company gave a report on the Quarterly Financials for period ending September 30, 2012.

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

H. JPA BUSINESS

H1. 2013 Executive Committee Rotation Schedule

Ms. Adams explained that the Executive Committee members rotate on an annual basis. The members coming off of the Executive Committee are the Cities of Anderson, Corning, Red Bluff and Willows. The Cities of Auburn, Lincoln, Nevada City and Rocklin will be coming on to the Executive Committee as their replacements. Mr. Tim Sailsbery will remain on the Executive Committee as the NCCSIF Treasurer.

A motion was made to approve the 2013 Executive Committee Rotation Schedule.

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

H2. 2013 Nominating Committee and Nomination of Officers

A motion was made to approve the 2013 Nominated Slate of Officers as follows:

President: Liz Ehrenstrom, City of Oroville
Vice President: Andy Heath, City of Auburn
Treasurer: Tim Sailsbery, City of Willows
Secretary: Gina Will, Town of Paradise

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

H3. Resolution 13-01 Authorizing Investment of Monies in LAIF

Ms. Adams advised that on an annual basis, records are updated with the Local Agency Investment Fund (LAIF) to reflect the newly elected officers of NCCSIF.

A motion was made to recommend to the Board of Directors approval of Resolution 13-01, authorizing the newly elected President, Vice President and Treasurer, authority to order the deposits or withdrawal of monies in LAIF.

MOTION: Tim Sailsbery **SECOND:** Gina Will **MOTION CARRIED**



H4. 2013 NCCSIF Board and Committee Meeting Calendar

Ms. Adams presented the 2013 NCCSIF Meeting Calendar noting the addition of the January 17, 2013 Risk Management Committee and Board of Directors meetings. The meeting has been rescheduled from its original December 13, 2012 date due to the Long Range Planning Session scheduled for December 13th.

A motion was made to approve the 2013 NCCSIF Meeting Calendar as proposed.

MOTION: Steve Kroeger **SECOND:** Gina Will **MOTION CARRIED**

H5. 2013 NCCSIF Services Calendar

Ms. Adams explained that on an annual basis, a service calendar is provided to the Executive Committee showing a timeline of the annual activities to be completed on behalf of the organization.

H6. 2013/14 Insurance Market Update and Renewal Marketing Plan

Ms. Adams provided the Executive Committee with an Insurance Market Update and relevant recommendations.

With respects to Workers' Compensation, staff recommends to continue purchasing excess coverage through CSAC EIA. The Workers' Compensation program was marketed last year and staff did not find another program to match the advantages of participating in CSAC EIA. CSAC EIA advises to expect an increase of around 15%. Historically, increases have been less than the initial indications.

CJPRMA has not provided their preliminary calculations for the excess liability coverage at this time. Calculations are expected at their December Board of Directors meeting at which time staff will take note and present these figures at the next Executive Committee meeting in January of 2013.

With respects to Property, staff advised members to expect a rate increase due to insurance losses sustained by Hurricane Sandy. Final loss numbers from the Hurricane has not been confirmed.

H7. Long Range Planning Session

Ms. Adams advised that staff has asked Mr. Kevin Bibler from Alliant Insurance Services to facilitate the Long Range Planning Session. The meeting will be held at Le Rivage Hotel in Sacramento, California on December 13, 2012. Alliant will host a dinner for members traveling in the night prior to the meeting. Mr. Kroeger asked that Chandler Asset Management provide a presentation on expected economic conditions at the Long Range Planning meeting.



The Committee also discussed if the financial solvency of members should be an item of the Long Range Planning Session and whether or not the NCCSIF Bylaws need to be amended to protect to organization financially. Mr. Sailsbery and Mr. Kroeger feel that this item is more of a legal issue rather than a Board decision. Upon further discussion, staff was directed to remove this item from the Long Range Planning Session Agenda. The item will be brought to the next Board of Directors meeting for further discussion.

A motion was made to remove the Financial Solvency of Members Discussion Item off the Long Range Planning Session.

MOTION: Tim Sailsbery **SECOND:** Gina Will **MOTION CARRIED**

H8. January Executive Committee Meeting

Ms. Adams advised that staff is recommending holding a teleconference meeting the week of January 7, 2013 to review and discuss the Long Range Planning Action Plan to be approved at the January Board of Directors meeting.

A motion was made to approve an Executive Committee teleconference meeting on January 9th, 2013 scheduled for 10:00 a.m.

MOTION: Karin Helvey **SECOND:** Tim Sailsbery **MOTION CARRIED**

I. INFORMATION ITEMS

- I1. NCCSIF Board Members and Alternates**
- I2. NCCSIF Meeting Calendar 2012**
- I3. NCCSIF Travel Reimbursement Form**
- I4. PARMA Annual Conference – February 3 – 6, 2013 at Rancho Mirage, CA**
- I5. NCCSIF Resource Contact Guide**

These items were provided as information only.

I. ADJOURNMENT

The meeting was adjourned at 11:54 a.m.