



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

BOARD OF DIRECTORS MEETING

June 18, 2009– 9:30 A.M.

**Bishop Ranch Conference Center
Bishop Ranch 3
2623 Camino Ramon, Suite 175
San Ramon, CA 94583**

(925) 543-7700

AGENDA

I. CALL TO ORDER: 9:30 a.m.

II. ROLL CALL

III. APPROVAL OF MINUTES

- Minutes of the Board of Director's Meeting held on May 6, 7 & 8, 2009

IV. PRESENTATIONS

- None

V. CONSENT CALENDAR

1. Financial Report of CJPRMA for the period ending April 30, 2009
2. Additional Covered Party Certificates Approved by the General Manager
3. Notification of New Claims Received
4. Notification of Claims Closed

VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS

VII. ACTION CALENDER

5. Status Update on Goals & Objectives for Strategic Plan
6. Proposed Coverage for Special Events in 2009/2010 MOC

7. Risk Management Issues
8. Election of Executive Committee Members

VIII. CLOSED SESSION

1. **Government Code Section 54957**
Public Employee Performance Evaluation

Title: General Manager

IX. ACTION ON CLOSED SESSION ITEMS

X. ADJOURNMENT



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY

BOARD OF DIRECTORS MEETING

May 6, 7, and 8, 2009 – 9:30 A.M.

Monterey Plaza Hotel and Spa
400 Cannery Row
Monterey, CA 93940

(831) 646-1700

Minutes

I. CALL TO ORDER:

Vice President Tonks called the meeting to order at 9:30 a.m.

II. ROLL CALL

PRESENT

- | | |
|-------------------------------------|--|
| 1) Darrell Handy, <i>Alameda</i> | 10) Jeff Davis, <i>REMIF</i> |
| 2) Jessica Henry, <i>Chico</i> | 11) Charlie Wilson, <i>Roseville</i> |
| 3) Kim Greer, <i>Fairfield</i> | 12) Rob Epstein, <i>San Rafael</i> |
| 4) Steve Schwarz, <i>Fremont</i> | 13) Lynne Margolies, <i>Santa Rosa</i> |
| 5) Bill Henderson, <i>Livermore</i> | 14) Roger Carroll, <i>SCORE</i> |
| 6) Janet Hamilton, <i>Lodi</i> | 15) Kathleen Williams, <i>Stockton</i> |
| 7) Dixon Coulter, <i>NCCSIF</i> | 16) Anthony Giles, <i>Sunnyvale</i> |
| 8) Jerry Gebhardt, <i>Petaluma</i> | 17) Harry Maurer, <i>Vallejo</i> |
| 9) Chris Carmona, <i>Redding</i> | 18) Jeff Tonks, <i>YCPARMIA</i> |

ABSENT

Pomona, San Leandro, Vacaville

OTHERS PRESENT

- | | |
|--|---|
| 1) Susan Adams, <i>Alliant Insurance</i> | 8) Robert German, <i>CJPRMA</i> |
| 2) Marilyn Kelley, <i>Alliant Insurance</i> | 9) Anna Swanson, <i>CJPRMA</i> |
| 3) Marty Cassell, <i>Chandler Asset Management</i> | 10) Byrne Conley, <i>Gibbons & Conley</i> |
| 4) Jan Ehrmantraut, <i>Chico</i> | 11) Janice Magdich, <i>Lodi</i> |
| 5) Saima Begum, <i>CJPRMA</i> | 12) Brian Cooney, <i>MARSH</i> |
| 6) David Clovis, <i>CJPRMA</i> | 13) Jim Pinckney, <i>MARSH</i> |
| 7) Lola Deem, <i>CJPRMA</i> | 14) Ron Blanquie, <i>Petaluma</i> |
| | 15) Shawn Avery, <i>Redding</i> |

- 16) Mark Ferguson, *REMIF*
17) Pam Waterstone, *San Rafael*

- 18) Molly Dillon, *Santa Rosa*
19) Shelley Green, *City of Stockton*

III. APPROVAL OF MINUTES

A motion by Director Maurer, seconded by Director Hamilton, to approve the minutes of the Board meeting held on March 19, 2009, passed unanimously.

IV. PRESENTATIONS

None.

V. CONSENT CALENDAR

- 1. Financial Reports of CJPRMA for the periods ending January 31, February 28 and March 31, 2009**
- 2. Additional Covered Party Certificates Approved by the General Manager**
- 3. Notification of New Claims Received**
- 4. Notification of Claims Closed**
- 5. Appointment of New Board Members**

A motion by Director Giles, seconded by Director Schwarz, to approve the consent calendar, passed unanimously.

VI. THIS TIME IS RESERVED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD OF DIRECTORS ON MATTERS OF BOARD BUSINESS

VII. ACTION CALENDAR

6. Report From Broker on Insurance Program Renewals

Mr. Brian Cooney and Mr. Jim Pinckney, of Marsh, were present to discuss the renewal of the Commercial Insurance Programs for Liability, Property, Boiler & Machinery and Auto Physical Damage.

Mr. Cooney explained that, with regard to the liability reinsurance program, MARSH had been able to negotiate a reduction in the rate. The estimated annual premium for the Munich Re \$20 million with a \$5 million SIR would be \$1,799,622, down from \$2,051,416 in 2008/2009.

In addition, the layer of \$15 million excess of \$25 million, provided by Score Re, could be renewed for a two year period at a fixed premium of \$351,733 for each year.

A motion by Director Maurer, seconded by Director Handy, to approve the renewal of the two year General Liability Reinsurance program, without a corridor, at \$40 million in coverage with a \$5 million SIR, passed by a vote of 13 to 4.

Mr. Cooney explained that, with regard to the property coverage program, the rate had been stabilized, for a two year period, at a rate of .0307 (through 2010). It was estimated that the total insured values, under this program, would increase from \$7.04 billion to \$7.06 billion. The estimated premium for the primary property policy was \$2,167,387.

The boiler and machinery premium had increased slightly from \$321,000, to a projected \$353,634, with the total insured values reaching \$7.23 billion.

A motion by Director Davis, seconded by Director Wilson, to renew the coverage programs for one year only, was tabled.

A motion by Director Maurer, seconded by Director Handy, to accept the property program as proposed for 2 years, passed by a vote of ten to one. Director Davis was opposed.

A motion by Director Maurer, seconded by Director Handy, to accept the boiler and machinery program as proposed for 2 years, passed by a vote of twelve to one. Director Davis was opposed.

Mr. Cooney stated that the estimated premium for the Auto Physical Damage Program (APD) was \$297,735. That represented a reduction from the \$334,952 paid in 2008/2009. It also represented a reduction in the rate from .2475 in 2008/2009 to .220 in 2009-2010.

A motion by Director Henry, seconded by Director Handy, to stay with Fireman's Fund, with a \$10,000 deductible for the APD program, passed unanimously, by the APD program participants.

A motion by Director Maurer, seconded by Director Williams, to approve the general office insurance package, passed unanimously.

7. Report From Investment Manager

Mr. Marty Cassell, of Chandler Asset Management, reviewed CJPRMA's

investment portfolio with the Board.

He explained that the loss payment account was invested so as to match its duration with the duration of CJPRMA's actuarially determined liabilities. It is utilized to provide funds for operating expenses and the payment of losses. The duration of its investments is from one to five years. As of March 31, 2009, the Loss Payment Account was valued at \$8,856,054. This was a decrease of \$5,439,362 from its valuation on September 30, 2008.

He also explained that the Long-Term Growth Account was utilized to provide for long-term asset growth in order to offset inflation. The duration of its investments is from five to ten years. As of March 31, 2009, the Long Term Growth Account was valued at \$85,381,754. This was an increase of \$7,336,892 from its valuation on September 30, 2008.

As evidenced in the report, both accounts have exceeded their benchmarks, since inception, and all investments comply with CJPRMA's Investment Policy.

8. Status Update on Building Acquisition

The General Manager explained that, at its meeting of December 11, 2008, the Board had unanimously approved the proposed acquisition of a building in Livermore to be utilized as the permanent location for CJPRMA.

He went on to say that after an extensive period of negotiations, the purchase and sale agreement were approved and signed by the parties. Escrow was opened on April 2, 2009 and the final agreed upon price was \$2,046,000.

He told the Board that, currently, we are engaged in the 30 day due diligence period and that we have contracted with experts for structural review, property inspections, soil inspection, and civil engineering. He said that we were also in the process of finalizing our title objection letter and confirming the assignment of warranties. It was worth noting that nothing we have found, to date, would seem to impair our ability to remove contingencies, at the end of this month and close escrow in May. He explained that after that, we would finalize the planned tenant improvements and go forward with the contracting of the work. The expected completion date is 90 to 120 days following the close of escrow.

9. Proposed Policy on Member Re-admission

The General Manager said that during the past two years, CJPRMA had received notices of withdrawal from three members. PERMA withdrew,

YCPARMIA requested readmission, and Pomona is still pending, with an indication that they may seek readmission.

He told the Board that, pursuant to Article XXI of the JPA agreement, “any member entity which withdraws as a participant of any pooled coverage program or as a party to this agreement, shall not be readmitted except upon the affirmative vote of two-thirds of the participants of such pooled coverage program or the authority.”

He said that when a member provides a notice of withdrawal, it directly affects the marketing of all programs in which that member participates. All marketing for the next program year is conducted without that member’s data.

If the member then decides to revoke its notice, the entire program is affected.

He went on to say that, in the liability program, the reinsurers must give their approval as well. As a result, a new data submission on the member is required. It should be noted that the reinsurers have a right to decline coverage. In addition, even if approved, CJPRMA’s rates/premiums could be subject to an increase.

He said that, in the commercially insured programs for property, the member’s data must be resubmitted. Once again, the insurers have the right to decline coverage or to increase CJPRMA’s rates/premiums accordingly.

The General Manager recommended that any member that submits a notice of withdrawal, and subsequently seeks to revoke their notice, be required to make a new three year commitment to the program, pursuant to the same terms and conditions they would have as a new member.

A motion by Director Giles, seconded by Director Williams, to approve the proposed policy on member readmission, passed by a vote of twelve to four. Directors Margolies, Schwarz, Coulter and Wilson were opposed.

10. Proposed Modification to Job Title of Risk Manager

The General Manager said that since his arrival, David Clovis had performed his designated risk management functions in an exemplary manner. He went on to say that as with most professionals, over an extended period of time, David had expanded the level of his work and taken on additional responsibilities. The General Manager said that Mr. Clovis had managed the assignment of special projects, including the very complex and time consuming property appraisal program. In addition, he had absorbed

functions related to information systems and human resources and had acted as the General Manager in his absence.

He said that for these reasons, he had recommended the proposed changes in both job title and functions. It was worth noting that no adjustments to either his current salary or the range were being recommended at this time.

After an extensive discussion with the Board, a motion by Director Handy, seconded by Director Carroll, to approve the proposed modification to the job title of Risk Manager, passed. Directors Wilson and Blanquie were opposed.

11. Proposed Participation in Acquisition of CSRMA Online

The Risk Manager told the Board that the CSRMA Risk Control Online Service had been created by David Patzer for the use of the CSRMA Membership. He said that the program provided an online resource for the creation of numerous risk management resources and that the service included training programs, a compliance advisor including a self audit procedure, research capability, creation of ADA-compliant job descriptions, a transitional assignment builder, a contractor safety program and a Business Continuity Plan Builder. All of the services within the program had been created in a manner that would apply to all public works operations within public entities. He said that this program had been presented to the CJPRMA Board of Directors by David Patzer at our February Meeting.

The Risk Manager said that CJPRMA currently reimbursed its members 50% of their liability training costs, up to a maximum of \$3,000 annually. He said that the Board of Directors could utilize these funds for the purpose of implementing the CSRMA Program. If approved, CJPRMA would establish funding for the setup and monthly webinars, contribute 50% of the costs for each city, and provide \$3,000 for each member JPA. The cities and JPA's would be responsible for the remaining portion of their annual fee. He said that members would be billed for their annual portion of the fee at the beginning of the program year and that, in the event that an individual city or JPA decided to discontinue using the system, there would be no ongoing charges for the service. Any unused portion would be refunded. He told the Board that the cost to CJPRMA for the recommended funding of this program would be \$56,600 for the first year.

He said that, if this program was approved, it was recommended that the liability training reimbursement program be discontinued for the CSRMA participants.

A motion by Director Epstein, seconded by Director Greer, to approve the proposed contract with CSRMA for the use of the Risk Online Service, passed unanimously.

12. Proposed Operating Budget for 2009/2010

Lola Deem, CJPRMA's Financial Analyst, reviewed the proposed budget for 2009/2010. She said that the current Administrative Budget (2008/2009) was going to end the fiscal year approximately \$131,698 under budget. She said that the Direct Program Budget was going to be approximately \$732,490 over budget. It was pointed out that the Direct Program Budget did not have a direct affect on the current year's income.

The Financial Analyst stated that the proposed budget for 2009/2010 reflected an increase of approximately \$75,500 in Administrative expenditures and an increase of approximately \$544,000 in the Direct Program Budget. This was directly related to estimated costs for the new building operations. Direct program year expenses are simply operating costs directly associated with the coverage program. An increase of \$544,000 was requested for the Direct Program Budget. She said that the total for the Administrative and Direct Program Budgets was \$2,210,000.

She went on to explain that funding for the administrative expenses was provided through the actuarially recommended and Board approved funding rate. An overhead expense rate of \$0.089 was included in the projected funding rate for PY 2009-10. It was estimated that this would provide for a total overhead expense of \$1,425,000 which was sufficient to fund the proposed Administrative Budget of \$1,425,000. That funding takes into consideration the departure of the City of Pomona and its proportionate share of budget funding.

After numerous questions regarding specific line items, a motion by Director Maurer, seconded by Director Hamilton, to approve the proposed 2009/2010 budget with the amendment to reduce the costs for new building operations by \$18,600 in order to fund the CSRMA Risk Online program, passed unanimously.

13. Status Update on Strategic Plan

The Risk Manager discussed CJPRMA's mission statement with the Board.

The Board discussed the draft Mission Statement and recommended revisions. They decided that the revised Mission Statement would be provided to the Board of Directors at the June meeting for adoption.

The Board discussed the Strategic Plan that was presented to them and decided that changes should be made in some areas. First, to review the continuing performance of the Insurance Broker was moved to a higher priority with dates amended to 2010-2012. Under policy creation and development, the Board added a liability reserve fund policy and wanted to keep a review of targeted reserves.

The Board discussed the addition of Risk Management Audits under Auditing Standards. They also discussed the development of new programs under Products and Services. With regard to Risk Management and Information Services, they discussed collecting information from all members regarding which programs would be effective to develop and index. With regard to Member Accreditation Standards, the Board said they would like to see these geared more toward individual members and to ensure that there was a budget for this service.

Under Training and Education, the Board discussed bi-annually reviewing all insurance programs.

A motion by Director Hamilton, seconded by Director Maurer, to approve the strategic plan as amended, excluding an RFP for broker services, passed unanimously. In addition, the Board wanted the Strategic Plan available at Board and Executive Committee meetings.

14. Risk Management Issues

The Board discussed a number of Risk Management issues.

The first related to insurance requirements in Lease Revenue Bonds.

The second related to reserving and funding for losses within a member's retained limit. It was recommended that three times the retained limit or a specific confidence level, whichever was higher, be considered. It was also suggested that redistributions be used as a "carrot." After an extensive discussion, President Henderson suggested that an ad hoc Committee be formed to look into options and make recommendations for the pool. He said that those who would like to be on the committee should contact him.

The third issue for discussion was related to understanding member roles in the organization. There was interest expressed in having the General Manager and Risk Manager visit individual members in order to articulate the role the JPA has for each organization. One idea was to invite City Managers, City attorneys, etc, to an open house at the new CJPRMA facility.

The Board discussed the various risk transfer forms members were getting/accepting. The Board also discussed the responses they were getting to the \$2 million coverage recommendation from CJPRMA.

The General Manager told the Board that coverage for Special Events would be addressed at the June meeting. He said that there would either be a separate Memorandum of Coverage or an endorsement to the current one. It would provide coverage to members but not to third parties.

Member practices regarding fees/permits/insurance for large commercial loads were briefly discussed. They also discussed member police practices regarding the preservation of evidence in raids on marijuana growers.

The Risk Manager told the Board that he was hoping to have the new online risk transfer program in place by the end of the fiscal year. He said that it was still in process at the moment.

15. Proposed Evaluation Process and Compensation Plan for General Manager

Mr. Barry Newton, of Creative Management Solutions, Inc., was in attendance to present his findings and recommendations to the Board. At its meeting of January 20, 2009, the Executive Committee received a report and recommendations from Mr. Barry Newton,

The report provided recommendations for a performance evaluation process and a compensation plan for the General Manager.

After an extensive discussion, the Executive Committee voted, unanimously, to forward them to the Board of Directors for their consideration, with a recommendation for their approval.

A motion by Director Wilson, seconded by Director Coulter,

(1) to accept the “Guidelines for the Executive Committee in Evaluating The General Manager,” as prepared by Barry Newton, starting with the evaluation period of 09/10;

(2) to adopt the “General Manager Compensation and Benefits Study” dated January 15, 2009, as prepared by Creative Management Solutions, Inc., by adopting Action 1, the new pay range for the General Manager; and

(3) to conduct a performance appraisal of the General Manager for the rating period of September 1, 2007 to June 30, 2009 utilizing the Interim Appraisal Form and to provide an equity adjustment as of July 1, 2009 of 3.0% based

upon an overall “meets expectations” performance rating or higher. This evaluation would be conducted by the Executive Committee at their July/August Meetings with their final recommendations presented to the Board of Directors at the October Meeting.

The General Manager would submit a preliminary set of Goals and Objectives to the Board of Directors at the June Meeting for discussion. The Executive Committee and the General Manager would finalize the Goals and Objectives for the 2009/2010 rating period pursuant to the adopted “Guidelines for the Executive Committee in Evaluating The General Manager” and present their finalized documents to the Board of Directors at the October Meeting.

II. CLOSED SESSION

1. **Government Code Section 54956.9 (a)**
Conference with Legal Counsel - Pending Litigation

Name of Case: Attari v. City of Alameda
Court: Alameda County Superior Court
Case No.: RG-06-296719

2. **Government Code Section 54956.9 (a)**
Conference with Legal Counsel - Pending Litigation

Name of Case: Skoumbas v. City of Orinda
Court: Contra Costa County Superior Court
Case No.: C 05 02011

3. **Government Code Section 54956.9 (a)**
Conference with Legal Counsel - Pending Litigation

Name of Case: Katzman v. City of Clayton
Court: Contra Costa County Superior Court
Case No.: C 07 01461

4. **Government Code Section 54956.9 (a)**
Conference with Legal Counsel - Pending Litigation

Name of Case: Ward v. City of Desert Hot Springs
Court: Riverside County Superior Court
Case No.: INC 057130

5. Government Code Section 54957
Public Employee Performance Evaluation

Title: General Manager

III. ACTION ON CLOSED SESSION ITEMS

- None

X. BOARD MEMBER PRESENTATIONS

- None

XI. BOARD MEMBER TRAINING

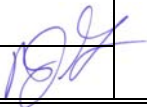
- Medicare Set Asides – Janice Skiljo Haris, MEDLink
- General Managers Evaluation Process and Compensation Plan – Barry Newton, Creative Management Solutions, Inc.
- Managing Intense Media Scrutiny in a Crisis – Joan Gladstone, Gladstone International

XII. ADJOURNMENT

A motion by President Henderson, seconded by Director Davis, to adjourn the meeting at 1:30 p.m. on May 8th, 2008, passed unanimously.

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 1	<u>Title:</u> FINANCIAL REPORT OF CJPRMA FOR THE PERIOD ENDING APRIL 30, 2009
Meeting: 06/18/2009	
Agenda Bill #: 1081	
General Manager: 	

Recommended Action:

Approval of the financial report for April 30, 2009.

Item Explanation:

Attached hereto is the financial report for the period ending April 30, 2009.

Staff recommends that the financial report be approved.

Fiscal Impact:

None

Exhibits:

- 1) Financial report for the period ending April 30, 2009.

Board Action:

Ranges: From: To: From: To:
 Check Number First Last Check Date 4/1/2009 4/30/2009
 Vendor ID First Last Checkbook ID First Last
 Vendor Name First Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
* 14587	CASPER01	CASPER, MEADOWS, SCHWARTZ & CO	4/15/2009	BOA CKG	PMPAY00000036	\$200,000.00
14702	ADP01	ADP, INC	4/15/2009	BOA CKG	PMCHK00000455	\$78.23
14703	ALLIED01	ALLIED ADMINISTRATORS	4/15/2009	BOA CKG	PMCHK00000455	\$606.63
14704	ANGELO01	ANGELO, KILDAY & KILDUFF	4/15/2009	BOA CKG	PMCHK00000455	\$2,863.00
14705	ARRO001	ARROWHEAD MTN SPRING WATER	4/15/2009	BOA CKG	PMCHK00000455	\$37.69
14706	AT&T02	AT&T	4/15/2009	BOA CKG	PMCHK00000455	\$283.70
14707	CHANDLER	CHANDLER ASSET MGMT INC.	4/15/2009	BOA CKG	PMCHK00000455	\$8,189.00
14708	CLARE01	CLARE COMPUTER	4/15/2009	BOA CKG	PMCHK00000455	\$250.00
14709	COMCAST01	COMCAST	4/15/2009	BOA CKG	PMCHK00000455	\$174.21
14710	CSRMA01	CSRMA	4/15/2009	BOA CKG	PMCHK00000455	\$1,265.27
14711	FAST002	FASTSIGNS	4/15/2009	BOA CKG	PMCHK00000455	\$112.25
14712	GARRETT02	CELESTE GARRETT	4/15/2009	BOA CKG	PMCHK00000455	\$57.90
14713	GIBBONS	GIBBONS & CONLEY	4/15/2009	BOA CKG	PMCHK00000455	\$4,075.91
14714	GIVE001	GIVE SOMETHING BACK	4/15/2009	BOA CKG	PMCHK00000455	\$282.48
14715	HENRY01	JESSICA HENRY	4/15/2009	BOA CKG	PMCHK00000455	\$35.95
14716	ICMA01	ICMA RETIREMENT TRUST - 457	4/15/2009	BOA CKG	PMCHK00000455	\$1,321.20
14717	IKON	IKON FINANCIAL SERVICES	4/15/2009	BOA CKG	PMCHK00000455	\$680.89
14718	IRMI01	IRMI	4/15/2009	BOA CKG	PMCHK00000455	\$280.37
14719	KRUSE01	KRUSE PROPERTY INSPECTIONS	4/15/2009	BOA CKG	PMCHK00000455	\$1,575.00
14720	LEXIS	LEXIS NEXIS	4/15/2009	BOA CKG	PMCHK00000455	\$320.00
14721	MIDLAND01	MIDLAND NAT'L LIFE INS	4/15/2009	BOA CKG	PMCHK00000455	\$45.22
14722	MORGAN01	MORGAN MILLER BLAIR	4/15/2009	BOA CKG	PMCHK00000455	\$1,827.00
14723	MURPHY01	MURPHY, CAMPBELL, GUTHRIE & ALLI	4/15/2009	BOA CKG	PMCHK00000455	\$28,398.65
14724	PERS01	PERS	4/15/2009	BOA CKG	PMCHK00000455	\$7,520.50
14725	REMIF	R.E.M.I.F.	4/15/2009	BOA CKG	PMCHK00000455	\$2,896.23
14726	RISK001	RISK MANAGEMENT SOLUTIONS	4/15/2009	BOA CKG	PMCHK00000455	\$2,000.00
14727	SEABURY01	SEABURY & SMITH, INC	4/15/2009	BOA CKG	PMCHK00000455	\$667.02
14728	SMALL01	SMALL BUSINESS BENEFIT PLAN TR	4/15/2009	BOA CKG	PMCHK00000455	\$86.40
14729	SOURCE01	THE SOURCE GROUP, INC	4/15/2009	BOA CKG	PMCHK00000455	\$360.00
14730	STATE01	STATE COMP INS FUND	4/15/2009	BOA CKG	PMCHK00000455	\$165.75
14731	WELLS01	WELLS FARGO BANK	4/15/2009	BOA CKG	PMCHK00000455	\$923.56
14732	WELLS03	WELLS FARGO	4/15/2009	BOA CKG	PMCHK00000455	\$157.20
14733	WELLS04	WELLS FARGO BANK	4/15/2009	BOA CKG	PMCHK00000455	\$368.92
14734	ROSEVILLE	CITY OF ROSEVILLE	4/22/2009	BOA CKG	PMTRX00000795	\$34,222.43
14735	SUNNYVALE	CITY OF SUNNYVALE	4/22/2009	BOA CKG	PMTRX00000795	\$6,228.59
14736	CHICO	CITY OF CHICO	4/22/2009	BOA CKG	PMTRX00000795	\$177,794.36
14737	FIRST03	FIRST AMERICAN TITLE	4/29/2009	BOA CKG	PMTRX00000796	\$50,000.00

Total Checks: 37

Total Amount of Checks: \$336,151.51

CJPRMA
STATEMENT OF NET ASSETS
As of April 30, 2009

Current Assets	
Cash	\$ 3,414,048
Investments	92,123,780
Interest Receivable	1,169,339
Accounts Receivable	-
Prepaid Insurance	928,388
Other Prepaids	19,139
Deposits	14,275
Due from Property to Liability	<u>259,765</u>
Total Current Assets	97,928,733
Capital Assets	
Equipment	269,999
Office Furniture	44,703
Building Acquisition	111,516
Accumulated Depreciation	<u>(177,609)</u>
Net Capital Assets	248,609
TOTAL ASSETS	<u>\$ 98,177,342</u>
Current Liabilities	
Unearned Contributions	\$ 3,366,358
Accounts Payable	140,997
Accrued Liabilities	4,331
Accrued Employee Benefits	910
Due to Liability from Property	<u>259,765</u>
Total Current Liabilities	3,772,362
Noncurrent Liabilities	
Reserve for Loss-Liability	53,169,699
Reserve for Loss-Workers' Compensation	<u>57,670</u>
Total Noncurrent Liabilities	53,227,369
TOTAL LIABILITIES	<u>56,999,730</u>
Net Assets	
Current Year Earnings	5,396,976
Retained Earnings-Liability	38,423,516
Retained Earnings-Workers' Compensation	166,244
Retained Earnings-Property	(142,921)
Excess Loss Fund	2,250,000
Member Refunds	<u>(4,916,204)</u>
TOTAL NET ASSETS	<u>\$ 41,177,612</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
All Departments

	April	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	1,049,338	(82.75)	10,500,604	194.56
PY Member Contributions	-	0.00	2,054	0.04
Fees Earned	916	(0.07)	9,160	0.17
Appraisal Fees	-	0.00	-	0.00
Other Income	-	0.00	29,902	0.55
Total Operating Revenues	<u>1,050,254</u>	<u>(82.82)</u>	<u>10,541,720</u>	<u>195.33</u>
Claim Expense				
Settlements Paid	218,245	(17.21)	481,318	8.92
Settlement Reimbursements	(218,245)	17.21	(481,318)	(8.92)
Current Year Loss Provision	800,000	(63.09)	8,000,000	148.23
Loss Reserve Adjustment (Prior Year)	-	0.00	-	0.00
Insurance Premiums	464,155	(36.60)	4,627,936	85.75
PY Premium Adj	-	-	2,055	0.04
Total Claim Expense	<u>1,264,155</u>	<u>(99.69)</u>	<u>12,629,991</u>	<u>234.02</u>
Gross Profit (Loss)	(213,901)	16.87	(2,088,271)	(38.69)
Operating Expenses				
Salaries	49,542	(3.91)	351,701	6.52
PERS Contributions	6,381	(0.50)	59,949	1.11
Health Benefits	6,463	(0.51)	65,238	1.21
Life Insurance	45	(0.00)	2,096	0.04
Disability Insurance	667	(0.05)	7,537	0.14
Office Liability Insurance	413	(0.03)	4,130	0.08
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	1,385	(0.11)	9,866	0.18
Payroll Tax Expense	730	(0.06)	5,217	0.10
Payroll Services	206	(0.02)	1,904	0.04
Admin - Training/Conferences/Travel/Mtgs	855	(0.07)	10,163	0.19
Risk Mgmt -Conferences/Travel/Meetings	157	(0.01)	3,840	0.07
Risk Mgmt - Training & Supplies	12,000	(0.95)	56,546	1.05
Temporary Services	-	0.00	-	0.00
Accounting Services	-	0.00	1,000	0.02
Actuarial Services	-	0.00	13,500	0.25
Audit - Claims	-	0.00	-	0.00
Audit - Financial	-	0.00	10,870	0.20
Computer Programming	-	0.00	1,318	0.02
Info Systems Technical Support	2,146	(0.17)	14,266	0.26
Legal - Board Counsel - G&A	1,539	(0.12)	19,490	0.36
Legal - Board Counsel - Claims	(3,269)	0.26	3,444	0.06
Other Claim Expenses	37	(0.00)	37	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	-	0.00	2,100	0.04
Other Consultants	-	0.00	2,400	0.04
Other Consultants - Property	-	0.00	146,747	2.72
Bond Premiums	443	(0.03)	5,667	0.11
Copying/Printing	-	0.00	3,709	0.07

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
All Departments

	April	% to Net Income	YTD	% to Net Income
Computer H/W & S/W Expensed	-	0.00	2,030	0.04
Depreciation	581	(0.05)	34,242	0.63
Dues/Memberships	355	(0.03)	1,143	0.02
CAJPA Accreditation	-	0.00	4,750	0.09
Equipment Rental	1,913	(0.15)	21,417	0.40
Maintenance & Repair - Equipment	57	(0.00)	298	0.01
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	-	0.00	1,613	0.03
Office Rent	6,332	(0.50)	63,830	1.18
Office Supplies	1,196	(0.09)	4,695	0.09
Postage/Shipping	141	(0.01)	2,300	0.04
Publications	1,661	(0.13)	16,480	0.31
Promotion/Advertising	-	0.00	4,906	0.09
Telecommunications	909	(0.07)	7,866	0.15
SPARTA/Spec Events Program	42	(0.00)	420	0.01
Personnel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	(543)	0.04	3,293	0.06
Annual Retreat	-	0.00	-	0.00
Board Meeting Expense	240	(0.02)	30,965	0.57
Gen'l Liability - Training	3,000	(0.24)	6,000	0.11
BOD - Brd Mtg Travel Expense	58	(0.00)	5,778	0.11
BOD - Conferences	1,587	(0.13)	34,752	0.64
Asset Management Fees - Chandler	8,230	(0.65)	82,150	1.52
RMIS - Hosting	-	0.00	16,000	0.30
RMIS - Support	-	0.00	14,000	0.26
Bank Charges	3,913	(0.31)	12,973	0.24
Other Expenses	50	(0.00)	866	0.02
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(916)	0.07	(9,160)	(0.17)
Allocated G&A - Property	833	(0.07)	8,330	0.15
Allocated G&A - Boiler & Machinery	-	0.00	-	0.00
Allocated G&A - Auto Physical Damage	83	(0.01)	830	0.02
Total Expense	<u>109,463</u>	<u>(8.63)</u>	<u>1,175,501</u>	<u>21.78</u>
Net Operating Income (Loss)	(323,364)	25.50	(3,263,772)	(60.47)
Investment Income				
Interest Income - Liability	304,835	(24.04)	3,187,950	59.07
Realized Gain on Investment	(248)	0.02	1,801,041	33.37
Unrealized Gain on Investment	<u>(1,249,277)</u>	<u>98.52</u>	<u>3,671,758</u>	<u>68.03</u>
Total Investment Income	(944,690)	74.50	8,660,748	160.47
Other Income/ Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Net Income (Loss)	<u>(1,268,054)</u>	<u>100.00</u>	<u>5,396,976</u>	<u>100.00</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Liability

	April	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	791,878	(62.52)	7,919,197	143.88
Fees Earned	-	0.00	-	0.00
Other Income	-	0.00	-	0.00
Total Operating Revenues	<u>791,878</u>	<u>(62.52)</u>	<u>7,919,197</u>	<u>143.88</u>
Claim Expense				
Settlement Reimbursements	-	0.00	-	0.00
Current Year Loss Provision	800,000	(63.16)	8,000,000	145.35
Loss Reserve Adjustment (Prior Year)	-	0.00	-	0.00
Insurance Premiums	<u>204,450</u>	<u>(16.14)</u>	<u>2,044,500</u>	<u>37.15</u>
Total Claim Expense	<u>1,004,450</u>	<u>(79.31)</u>	<u>10,044,500</u>	<u>182.50</u>
Gross Profit (Loss)	(212,572)	16.78	(2,125,303)	(38.61)
Operating Expenses				
Salaries	49,542	(3.91)	351,701	6.39
PERS Contributions	6,381	(0.50)	59,949	1.09
Health Benefits	6,463	(0.51)	65,238	1.19
Life Insurance	45	(0.00)	2,096	0.04
Disability Insurance	667	(0.05)	7,537	0.14
Office Liability Insurance	413	(0.03)	4,130	0.08
General Manager - Wellness Program	-	0.00	-	0.00
Auto Allowance	1,385	(0.11)	9,866	0.18
Payroll Tax Expense	730	(0.06)	5,217	0.09
Payroll Services	206	(0.02)	1,904	0.03
Admin - Training/Conferences/Travel/Mtgs	855	(0.07)	10,163	0.18
Risk Mgmt - Conferences/Travel/Mtgs	157	(0.01)	3,840	0.07
Risk Mgmt - Training & Materials	12,000	(0.95)	56,546	1.03
Temporary Services	-	0.00	1,000	0.02
Accounting Services	-	0.00	-	0.00
Actuarial Services	-	0.00	13,500	0.25
Audit - Claims	-	0.00	-	0.00
Audit - Financial	-	0.00	10,870	0.20
Computer Programming	-	0.00	1,318	0.02
Info Systems Technical Support	2,146	(0.17)	14,266	0.26
Legal - Board Counsel - G&A	1,539	(0.12)	19,490	0.35
Legal - Board Counsel - Claims	(3,269)	0.26	3,444	0.06
Other Claim Expenses	37	(0.00)	37	0.00
Legal - Outside - G&A	-	0.00	-	0.00
Treasurer Fees	-	0.00	2,100	0.04
Other Consultants	-	0.00	2,400	0.04
Bond Premiums	443	(0.03)	5,667	0.10
Copying/Printing	-	0.00	3,709	0.07
Computer H/W & S/W Expensed	-	0.00	2,030	0.04

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Liability

	April	% to Net Income	YTD	% to Net Income
Depreciation	581	(0.05)	34,242	0.62
Dues/Memberships	355	(0.03)	1,143	0.02
CAJPA Accreditation	-	0.00	4,750	0.09
Equipment Rental	1,913	(0.15)	21,417	0.39
Maintenance & Repair - Equipment	57	(0.00)	298	0.01
Capital Outlay	-	0.00	-	0.00
Furniture & Equipment Expensed	-	0.00	1,613	0.03
Office Rent	6,332	(0.50)	63,830	1.16
Office Supplies	1,196	(0.09)	4,695	0.09
Postage/Shipping	141	(0.01)	2,300	0.04
Publications	1,661	(0.13)	16,480	0.30
Promotion/Advertising	-	0.00	4,906	0.09
Telecommunications	909	(0.07)	7,866	0.14
SPARTA/Spec Event Prog Policy	42	(0.00)	420	0.01
Personel Recruitment	-	0.00	-	0.00
Workers' Comp. Insurance	(543)	0.04	3,293	0.06
Annual Retreat	-	0.00	-	0.00
Board Meeting Expense	240	(0.02)	30,965	0.56
Gen'l Liability - Training	3,000	(0.24)	6,000	0.11
BOD - Brd Mtg Travel Expense	58	(0.00)	5,778	0.10
BOD - Conferences	1,587	(0.13)	34,752	0.63
Asset Management Fees - Chandler	8,230	(0.65)	82,150	1.49
RMIS - Hosting	-	0.00	16,000	0.29
RMIS - Support	-	0.00	14,000	0.25
Bank Charges	3,913	(0.31)	12,973	0.24
Other Expenses	50	(0.00)	866	0.02
Contingency Fund	-	0.00	-	0.00
Allocated G&A - Liability	(916)	0.07	(9,160)	(0.17)
Total Expense	<u>108,547</u>	<u>(8.57)</u>	<u>1,019,594</u>	<u>18.53</u>
Net Operating Income (Loss)	(321,119)	25.35	(3,144,897)	(57.14)
Investment Income				
Interest Income	304,104	(24.01)	3,175,977	57.70
Realized Gain on Investment	(248)	0.02	1,801,041	32.72
Unrealized Gain on Investment	<u>(1,249,277)</u>	<u>98.64</u>	<u>3,671,758</u>	<u>66.71</u>
Total Investment Income	(945,421)	74.65	8,648,775	157.14
Other Income/Expense				
Gain on disposal of asset	-	0.00	-	0.00
Other Income	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Net Income (Loss)	<u>(1,266,540)</u>	<u>100.00</u>	<u>5,503,878</u>	<u>100.00</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Property

	April	% to	YTD	% to
		Net Income		Net Income
Operating Revenues				
Member Contributions	\$ 204,311	0.00	\$ 2,043,110	0.00
Appraisal Fees	-	0.00	-	0.00
Fees Earned	833	0.00	8,330	0.00
Other Income	-	<u>0.00</u>	<u>29,902</u>	0.00
Total Operating Revenues	<u>205,144</u>	0.00	<u>2,081,342</u>	0.00
Claim Expense				
Settlements Paid	218,245	0.00	274,996	0.00
Settlement Reimbursements	(218,245)	0.00	(274,996)	0.00
Insurance Premiums	204,287	0.00	2,042,870	0.00
PY Ins Premium Adj	-	<u>0.00</u>	<u>-</u>	0.00
Total Claim Expense	<u>204,287</u>	<u>0.00</u>	<u>2,042,870</u>	0.00
Gross Profit (Loss)	857	0.00	38,472	0.00
Operating Expenses				
Allocated G&A - Property	833	0.00	8,330	0.00
Other Consultants - Property	-	<u>0.00</u>	<u>146,747</u>	<u>0.00</u>
Total Operating Expenses	<u>833</u>	<u>0.00</u>	<u>155,077</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ 24</u>	<u>100.00</u>	<u>\$ (116,605)</u>	<u>100.00</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Boiler and Machinery

	April	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 26,750	0.00	\$ 267,500	0.00
Total Operating Revenues	<u>26,750</u>	0.00	267,500	0.00
Claim Expense				
Settlements Paid - B&M	-	0.00	130,016	0.00
Settlement Reimbursements - B&M	-	0.00	(130,016)	0.00
Insurance Premiums	26,750	0.00	267,500	0.00
PY Ins Premium Adj	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
Total Claim Expense	<u>26,750</u>	<u>0.00</u>	<u>267,500</u>	<u>0.00</u>
Operating Expenses				
Allocated G&A - B&M	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Total Operating Expenses	-		-	
Investment Income	<u>-</u>	<u>0.00</u>	<u>-</u>	<u>0.00</u>
Net Income (Loss)	<u>\$ (0)</u>	<u>100.00</u>	<u>\$ (0)</u>	<u>100.00</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Auto Physical Damage

	April	% to Net Income	YTD	% to Net Income
Operating Revenues				
Member Contributions	\$ 26,399	0.00	\$ 270,797	0.00
PY Member Contributions	-	-	2,054	0.00
Fees Earned	<u>83</u>	<u>0.00</u>	<u>830</u>	<u>0.00</u>
Total Operating Revenues	26,482	0.00	273,681	0.00
Claim Expense				
Settlements Paid	-	0.00	76,307	0.00
Settlement Reimbursements	-	0.00	(76,307)	0.00
Insurance Premiums	28,668	0.00	273,066	0.00
PY Ins Premium Adj	<u>-</u>	<u>0.00</u>	<u>2,055</u>	<u>0.00</u>
Total Claim Expense	<u>28,668</u>	<u>0.00</u>	<u>275,121</u>	<u>0.00</u>
Gross Profit (Loss)	(2,186)	0.00	(1,440)	0.00
Operating Expenses				
Allocated G&A - Auto Physical Damage	<u>83</u>	<u>0.00</u>	<u>830</u>	<u>0.00</u>
Total Operating Expenses	83	0.00	830	0.00
Operating Income (Loss)	(2,269)	0.00	(2,270)	0.00
Net Income (Loss)	<u>\$ (2,269)</u>	<u>100.00</u>	<u>\$ (2,270)</u>	<u>100.00</u>

CJPRMA
STATEMENT OF OPERATIONS
For the Ten Months Ending April 30, 2009
Workers' Compensation

	April	% to Net Income	YTD	% to Net Income
Operating Revenues	\$0	0.00	\$0	0.00
Claim Expense	0	0.00	0	0.00
Operating Expenses	0	0.00	0	0.00
Investment Income				
Interest Income	<u>731</u>	<u>100.00</u>	<u>11974</u>	<u>100.00</u>
Total Investment Income	731	100.00	11974	100.00
Net Income (Loss)	<u>\$731</u>	<u>100.00</u>	<u>\$11,974</u>	<u>100.00</u>

CJPRMA
ACTUAL EXPENSES VS BUDGET
For the Ten Months Ending April 30, 2009

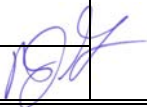
	Annual Budget FY 08/09 100%	Budget YTD 83%	Expense YTD	% of Annual Budget	Variance under/ (over)
Personnel					
Salaries	\$ 461,100	\$ 384,250	\$ 351,701	76.3%	\$ 32,549
Auto Allowance	11,400	9,500	9,866	86.5%	(366)
PERS Contributions	75,000	62,500	59,949	79.9%	2,551
Health Benefits	66,500	55,417	65,238	98.1%	(9,821)
Life Insurance	5,000	4,167	2,096	41.9%	2,070
Disability Insurance	8,500	7,083	7,537	88.7%	(453)
Workers' Comp. Insurance	6,000	5,000	3,293	54.9%	1,707
Payroll Tax Expense	6,900	5,750	5,217	75.6%	533
General Manager - Wellness Program	1,800	1,500	-	0.0%	1,500
Total Personnel Expenses	642,200	535,167	504,896	78.6%	30,270
Maintenance & Operation					
Office Rent	85,000	70,833	63,830	75.1%	7,003
Equipment Rental	30,000	25,000	21,417	71.4%	3,583
Maintenance & Repair - Equipment	2,000	1,667	298	14.9%	1,369
Office Liability Insurance	8,000	6,667	4,130	51.6%	2,537
Bond Premiums	6,000	5,000	5,667	94.5%	(667)
Payroll Services	2,700	2,250	1,904	70.5%	346
Tuition Reimbursement	500	417	-	0.0%	417
Office Supplies	8,000	6,667	4,695	58.7%	1,972
Telecommunications	9,000	7,500	7,866	87.4%	(366)
SPARTA/Spec Event Prog Policy	6,000	5,000	420	7.0%	4,580
Postage/Shipping	6,000	5,000	2,300	38.3%	2,700
Personnel Recruitment	7,500	6,250	-	0.0%	6,250
Dues/Memberships	5,000	4,167	1,143	22.9%	3,024
Publications	18,000	15,000	16,480	91.6%	(1,480)
Copying/Printing	15,000	12,500	3,709	24.7%	8,791
Promotion/Advertising	-	-	4,906	0.0%	(4,906)
CIPRA	-	-	-	0.0%	-
CAJPA Accreditation	-	-	4,750	0.0%	(4,750)
Furniture & Equipment Expensed	4,000	3,333	1,613	40.3%	1,720
Computer H/W & S/W Expensed	10,000	8,333	2,030	20.3%	6,303
Info Systems Technical Support	12,000	10,000	14,266	118.9%	(4,266)
Computer Programming	5,000	4,167	1,318	26.4%	2,849
Actuarial Services	19,000	15,833	13,500	71.1%	2,333
Audit - Financial	16,000	13,333	10,870	67.9%	2,463
Audit - Claims	45,000	37,500	-	0.0%	37,500
Temporary Services	2,000	1,667	-	0.0%	1,667
Accounting Services	2,000	1,667	1,000	50.0%	667
Legal - Board Counsel - G&A	28,000	23,333	19,490	69.6%	3,843
Legal - Board Counsel - Claims	75,000	62,500	67,671	90.2%	(5,171)
Legal - Outside - G&A	2,500	2,083	-	0.0%	2,083
Legal - Outside - Claims	75,000	62,500	727,227	969.6%	(664,727)
Other Claim Expenses	5,000	4,167	1,517	30.3%	2,650

CJPRMA
ACTUAL EXPENSES VS BUDGET
For the Ten Months Ending April 30, 2009

	Annual Budget FY 08/09 100%	Budget YTD 83%	Expense YTD	% of Annual Budget	Variance under/ (over)
Treasurer Fees	3,600	3,000	2,100	58.3%	900
Other Consultants	5,000	4,167	2,400	48.0%	1,767
Admin - Conferences/Travel/Mtgs	15,000	12,500	10,163	67.8%	2,337
Risk Mgmt - Conferences/Travel/Mtgs	8,000	6,667	3,840	48.0%	2,827
Risk Mgmt -Training & Supplies	75,000	62,500	56,546	75.4%	5,954
Gen'l Liability - Training	36,000	30,000	6,000	16.7%	24,000
BOD - Brd Mtg Travel Exp	11,000	9,167	5,778	52.5%	3,388
BOD - Conferences	25,000	20,833	34,752	139.0%	(13,918)
Board Meeting Expense	15,000	12,500	30,965	206.4%	(18,465)
Annual Retreat	45,000	37,500	-	0.0%	37,500
Asset Management Fees	86,000	71,667	82,150	95.5%	(10,483)
RMIS - Hosting	12,000	10,000	16,000	133.3%	(6,000)
RMIS - Support	14,000	11,667	14,000	100.0%	(2,333)
Bank Charges	10,000	8,333	12,973	129.7%	(4,640)
Other Expenses	3,500	2,917	866	24.8%	2,050
Contingency Fund	<u>25,000</u>	<u>20,833</u>	<u>-</u>	<u>0.0%</u>	<u>20,833</u>
Total Maint. & Op. Expenses	898,300	748,583	1,282,550	142.8%	(533,966)
Capital Outlay					
Capital Outlay	<u>50,000</u>	<u>41,667</u>	<u>-</u>	<u>0.0%</u>	<u>41,667</u>
Total Capital Outlay	50,000	41,667	-	0.0%	41,667
Subtotal	1,590,500	1,325,417	1,787,446	112.4%	(462,029)
Less:					
Assessment Against Liability Reserve	155,000	129,167	796,415	513.8%	(667,248)
Assessment Against Interest	86,000	71,667	82,150	95.5%	(10,483)
Total G&A	<u>\$ 1,349,500</u>	<u>\$ 1,124,583</u>	<u>\$ 908,881</u>	<u>67.3%</u>	<u>\$ 215,702</u>

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 2	<u>Title:</u> ADDITIONAL COVERED PARTY CERTIFICATES APPROVED BY THE GENERAL MANAGER
Meeting: 06/18/2009	
Agenda Bill #: 1082	
General Manager: 	
<u>Recommended Action:</u> Approval of the additional covered party certificates that have been issued by the General Manager.	
<u>Item Explanation:</u> Attached hereto, as Exhibit 1, is a list of the 18 additional covered party certificates that have been approved by the General Manager and issued since the last board meeting.	
<u>Fiscal Impact:</u> None.	
<u>Exhibits:</u> 1) List of additional covered party certificates approved by the General Manager.	

Board Action:

Certificates of Coverage
Approved by the General Manager

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
Alameda		Yolande Jurzykowski	Use of Ms. Jurzykowski's real property for our police department's tactical and Critical Incident Response Team's role play training.	5/20/2009	\$500,000	\$1,500,000
Chico		Butte-Glenn Community College District, it's Board of Trustee, officers, agents and employees.	Use of facility for Chemical Agent Training.	5/30/2009	\$500,000	\$500,000
Lodi		Global Machinery International West LLC	Lease of two vehicles by the Lodi Electric Utility Department of the City of Lodi for special projects to be completed in one month.	6/1/2009	\$500,000	\$500,000
Lodi		The State of California	Temporary transfer of the fire apparatus from the State of California to the City of Lodi in exchange for strike team call out services.	6/30/2009	\$500,000	\$500,000
NCCSIF	Galt	Pacific Union Homes, Inc.	The TEMPORARY NON-EXCLUSIVE LICENSE AND RIGHT-OF-ENTRY AGREEMENT between the certificate holder and the named insured for use of premises by the named insured.	8/16/2009	\$1,000,000	\$1,000,000
Petaluma		The State of California, the District Agricultural Association, County Fair, the County in which the County Fair is located, Lessor/Sublessor if the fair site is leased/subleased, Citrus Fruit Fair, or California Exposition and State Fair, their agents, directors, officers, agents, servants and employees	Fourth of July Celebration, Fire Works.	7/6/2009	\$500,000	\$500,000
REMIF	Fort Bragg	Redwoods Community College District	Community Emergency Response Team Training.	6/29/2009	\$500,000	\$500,000
REMIF	Sebastopol	City of Santa Rosa, a municipal corporation, it's officers, employees, agents and volunteers.	Solar Fair at the Finley Center	6/21/2009	\$500,000	\$500,000
REMIF	Sebastopol	O'Reilly & Assoc	Use of facility restrooms for Sebastopol Walk Program	5/17/2009	\$500,000	\$500,000
San Rafael		County of Marin, its Officers, Employees, and Volunteers	Rental of Marin Showcase Theatre and Manzanita Room at Marin Center for City sponsored summer play production, under license agreement with County of Marin.	7/27/2009	\$500,000	\$500,000

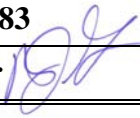
Certificates of Coverage
Approved by the General Manager

Member Entity	Sub Member	IssuedTo	Event	Expiration	S.I.R.	Excess Coverage
SCORE	Rio Dell	County of Humbolt, its officers, officials, employees and volunteers.	STEPUP for youth jobs work experience activity, place qualified minors actively participation in the WIA or STEPUP for youth jobs programs.	6/30/2009	\$500,000	\$500,000
YCPARMIA	Davis	Davis Chamber of Commerce	Booth Participation of various departments during 'Celebrate Davis'.	5/15/2009	\$500,000	\$500,000
YCPARMIA	Davis	Davis Joint Unified School District	"Celebrate Davis" Fireworks	5/15/2009	\$500,000	\$9,500,000
YCPARMIA	Davis	The Regents of the University of California Davis Business Contracts & Analysis	Facility Use Agreement #UCD09-06429	5/22/2009	\$500,000	\$500,000
YCPARMIA	Davis	Yolo County Housing	Child Care Services to provide training for residents who take care of children in Winters on June 4, 2009 and Woodland on June 23, 2009	6/24/2009	\$500,000	\$500,000
YCPARMIA	Esparto USD	City National Bank	Lease/Purchase Agreement for 17120 Omega Street.	6/30/2009	\$500,000	\$500,000
YCPARMIA	Esparto USD	Rumsey Band of Wintun Indians	Madison High use of Gathering Hall for graduation.	6/3/2009	\$500,000	\$500,000
YCPARMIA	Winters	Winters Joint Unified School District	Use of high school swimming pool for end of the year pool party.	5/21/2009	\$500,000	\$500,000

Total Entries: 18

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 3	<u>Title:</u> NOTIFICATION OF NEW CLAIMS RECEIVED
Meeting: 06/18/2009	
Agenda Bill #: 1083	
General Manager: 	
<u>Recommended Action:</u> None. This item is for information purposes only.	
<u>Item Explanation:</u> Attached hereto, as Exhibit 1, is a list of the 8 new claims which have been received by CJPRMA since the last board meeting.	
<u>Fiscal Impact:</u> None.	
<u>Exhibits:</u> 1) List of new claims received by CJPRMA.	

Board Action:

New Claims Received by CJPRMA

1 2008-2009-0006 CARINO, ROBERT D. v. City of Yuba City (NCCSIF)

Date of Incident: 10/1/2008
Date of Claim: 3/9/2009
Date of Notification: 4/29/2009
Type of Claim: Bodily Injury

Nature of Claim:

This matter arose as the result of a bicycle accident which occurred in the City of Yuba City. Apparently, the claimant was riding his bicycle on a public street that was under construction. He rode into a coned off area and crashed into a 3'6" hole in the asphalt. He allegedly suffered serious injuries, including paralysis, as a result of that incident. The police report places fault on the claimant for violating the vehicle code by riding into a coned off area.

2 2008-2009-0005 BOBO, DEREK v. City of Stockton

Date of Incident: 1/10/2009
Date of Claim: 3/20/2009
Date of Notification: 5/11/2009
Type of Claim: Bodily Injury, Personal Injury

Nature of Claim:

This matter arose as a result of the arrest of the claimant by police officers of the City of Stockton. Apparently, the claimant had been requested to stop by a K-9 unit while walking in a residential area. He fled and was pursued by the dog and other officers. He climbed onto a boat and then attempted to climb onto a roof when he was captured. When taken to the ground, he allegedly sustained serious injuries, including neck fractures and paralysis.

3 2007-2008-0037 PASCUAL-AUSENCIO, JERONIMO v. City of Roseville

Date of Incident: 10/15/2007
Date of Claim: 11/9/2007
Date of Notification: 6/8/2009
Type of Claim: Bodily Injury

Nature of Claim:

This matter arose as the result of an accident between a pedestrian and a City trash truck. Apparently, the claimant worked for a nursery. He was working in a planter area, on the nursery's property, next to the parking lot. His foot was sticking out of the planter. A City trash truck was picking up trash when it ran over the claimant's foot. He sustained injuries requiring multiple surgeries..

4 2007-2008-0036 PINE, DAVID EUGENE v. City of Fremont

Date of Incident: 7/13/2007
Date of Claim: 10/12/2007
Date of Notification: 6/8/2009
Type of Claim: Bodily Injury, Property Damage

Nature of Claim:

This matter arose as the result of a traffic collision which occurred in the City of Fremont. Apparently, a city street sweeper was cleaning the side of a roadway when the driver decided to make a u-turn in order to clean the other side of the street. The driver stated that he checked the side view mirror and the roadway was clear. As he made the turn, the sweeper was struck by an oncoming vehicle driven by the claimant. The claimant allegedly sustained serious injuries as a result of that incident. According to the police report, the claimant was driving 65 mph in a 25 mph construction zone.

New Claims Received by CJPRMA

5 2007-2008-0035 FUNK, HAROLD ANTHONY v. Town of Paradise (NCCSIF)

Date of Incident: 11/17/2007
Date of Claim: 5/12/2008
Date of Notification: 4/20/2009
Type of Claim: Bodily Injury, Personal Injury

Nature of Claim:

This matter arose as a result of the arrest of the claimant by police officers of the Town of Paradise. Apparently, at approximately 10:30 pm, the officers were investigating a report of vandalism, by several unknown juveniles, when one of them observed the claimant (a 16 year old minor) crouching down about 30 feet away. When he approached the claimant, the claimant fled. Two officers chased him and trapped him in a bathroom. He was subdued and arrested. His blood alcohol was in excess of .16. The claimant's criminal trial resulted in his acquittal.

6 2007-2008-0034 ROGERS, KEVIN v. City of Fairfield

Date of Incident: 4/8/2008
Date of Claim: 10/3/2008
Date of Notification: 5/14/2009
Type of Claim: Property Damage, Personal Injury

Nature of Claim:

This matter arose as a result of the arrest of the claimant by police officers of the City of Fairfield. Apparently, the claimant bought a laptop computer from a pawn shop in 2007. He pawned it back to the same shop in 2008 and then paid to retrieve it a few days later. The computer turned out to have been stolen in a residential burglary in Fairfield in 2007. Since the claimant had no knowledge of the theft, the charges were dropped.

7 2005-2006-0072 WHITTAKER, LORI S. v. City of Stockton

Date of Incident: 8/1/2005
Date of Claim: 10/6/2008
Date of Notification: 5/18/2009
Type of Claim: Personal Injury, Employment Practices

Nature of Claim:

This matter arose as a result of sexual harassment and discrimination allegedly suffered by the claimant during the course of her employment as a deputy city attorney for the City of Stockton.

8 1996-1997-0117 SKOUMBAS, ALEXANDRA G. v. City of Orinda (CCCMRMIA)

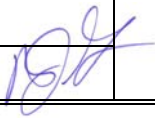
Date of Incident: 1/1/1997
Date of Claim: 12/30/2004
Date of Notification:
Type of Claim: Bodily Injury

Nature of Claim:

This matter arose as the alleged result of water damage to the claimants' property. Apparently, the claimants own multiple lots in the City of Orinda. They have alleged that their various properties have been continuously subjected to the discharge of water from storm drains and that that has caused soil erosion, damage and diminution in value.

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 4	<u>Title:</u> NOTIFICATION OF CLAIMS CLOSED
Meeting: 06/18/2009	
Agenda Bill #: 1084	
General Manager: 	
<u>Recommended Action:</u> None. This item is for information purposes only.	
<u>Item Explanation:</u> Attached hereto, as Exhibit 1, is a list of the 10 claims which have been closed since the last board meeting.	
<u>Fiscal Impact:</u> None	
<u>Exhibits:</u> 1) List of claims closed by CJPRMA	

Board Action:

Claims Closed by CJPRMA

1 2007-2008-0014 COUNTRY MOBILE INVESTMENTS v. City of Santa Rosa

Date of Incident: 12/13/2007
Date of Claim: 3/13/2008
Date of Notification: 7/10/2008
Type of Claim: Property Damage

Nature of Claim:

This matter arose as a result of the claimant's dissatisfaction with the City's decision regarding its request to convert its mobile home park to resident ownership.

Current Status:

This matter was settled on a non-monetary basis, so the file has been closed.

2 2007-2008-0013 VILLALOBOS, PATRICIA v. City of Cathedral City (PERMA)

Date of Incident: 10/31/2007
Date of Claim: 2/25/2008
Date of Notification: 6/26/2008
Type of Claim: Bodily Injury

Nature of Claim:

This matter arose as the result of a traffic collision between a pedestrian and a vehicle which occurred in the City of Cathedral City. Apparently, three teenage girls attempted to cross an intersection which had a closed sidewalk due to construction. One girl, age 13, was struck by an oncoming vehicle. She died as the result of injuries sustained in that incident.

Current Status:

The claimants failed to file a lawsuit against the City, within the allotted time period following rejection of their claims, so the file has been closed. It should be noted that the insurer for the developer had accepted the tender of defense and indemnity of the City.

3 2007-2008-0012 ORTEGA, EMILIO v. City of Roseville

Date of Incident: 4/30/2008
Date of Claim: 5/8/2008
Date of Notification: 6/20/2008
Type of Claim: Bodily Injury, Property Damage

Nature of Claim:

This matter arose as the result of a traffic collision which occurred in the City of Roseville. Apparently, a City garbage truck pulled out in front of the claimant's vehicle. As a result, the claimant struck the garbage truck and then rolled over. He allegedly sustained serious injuries as a result of that incident.

Current Status:

This matter was settled for the amount of \$72,047, without contribution from CJPRMA, so the file has been closed.

Claims Closed by CJPRMA

4 2006-2007-0018 OMHOLT, ZACHARY CRUZ COOKE (ESTATE OF) v. City of Eureka (REMIF)

Date of Incident: 1/4/2007
Date of Claim: 7/5/2007
Date of Notification: 5/8/2007
Type of Claim: Bodily Injury, Personal Injury

Nature of Claim:

This matter arose as a result of the shooting death of the claimants' son by police officers of the City of Eureka. Apparently, the officers had received a tip that an armed robbery suspect was located in a vacant residence. The building was a two story residence with no stairwell to the second floor. Officers were boosted to that level. When they opened a bedroom door, a shotgun was fired at them. They returned fire, killing him.

Current Status:

This matter was dismissed by the Court so the file has been closed.

5 2006-2007-0017 BALLINGER, JIMMI v. City of Santa Rosa

Date of Incident: 11/16/2006
Date of Claim: 4/25/2007
Date of Notification: 5/30/2007
Type of Claim: Bodily Injury, Property Damage

Nature of Claim:

This matter arose as the result of a traffic collision which occurred in the City of Santa Rosa. Apparently, the claimant was a passenger in a vehicle that was struck by another while it was making an unsafe lane change. The claimant's vehicle spun out of control and struck a light pole on the side of the highway. The claimant sustained severe injuries, including partial quadriplegia, as a result of that incident.

Current Status:

This matter was settled for the amount of \$1,050,000 (\$140,000 from the City), without contribution from CJPRMA, so the file has been closed.

6 2006-2007-0006 BROWN, ILSE M. v. City of Chico

Date of Incident: 8/10/2006
Date of Claim: 1/25/2007
Date of Notification: 2/12/2007
Type of Claim: Bodily Injury

Nature of Claim:

This matter arose as a result of the alleged contraction of the West Nile Virus from a detention pond in the City of Chico. The claimant's husband allegedly died as a result of that illness.

Current Status:

The City's Demurrer to the First Amended Complaint was sustained by the court without leave to amend. The plaintiff's appeal of that decision was denied. The plaintiff failed to file a further appeal, within the allotted time period, so the file has been closed.

Claims Closed by CJPRMA

7 2005-2006-0062 PARDUCCI, LISA v. City of Santa Rosa

Date of Incident: 12/30/2005
Date of Claim: 10/24/2007
Date of Notification: 1/2/2008
Type of Claim: Property Damage

Nature of Claim:

This matter arose as the result of a mudslide that damaged the plaintiff's property. The allegation is that a City owned water pipe was negligently maintained, thereby causing it to leak.

Current Status:

This matter was settled for the amount of \$50,000 (\$25,000 from the City), without contribution from CJPRMA, so the file has been closed.

8 2005-2006-0058 BLAND, ROY v. City of Gridley (NCCSIF)

Date of Incident: 5/7/2006
Date of Claim: 11/3/2006
Date of Notification: 8/29/2007
Type of Claim: Bodily Injury, Personal Injury

Nature of Claim:

This matter arose as a result of the arrest of the claimants by an officer of the Biggs-Gridley Police Department. Apparently, he had been called to a club because of a verbal altercation that was taking place between the claimants. When he attempted to separate them, one became combative. He was tased by the officer. At that point, the second one struck the officer in the head with his fist. Both were arrested and pled no contest to Disturbing the Peace.

Current Status:

This matter was settled for the amount of \$30,000, without contribution from CJPRMA, so the file has been closed.

9 2004-2005-0047 GUICE, TATE III v. City of Fairfield

Date of Incident: 3/26/2005
Date of Claim: 9/1/2005
Date of Notification: 1/17/2006
Type of Claim: Personal Injury

Nature of Claim:

This matter arose as a result of the arrest of the claimant by a Fairfield police officer. Apparently, the claimant attempted to avoid a sobriety check point by making an illegal u-turn. A vehicle stop ensued and the claimant was arrested for driving under the influence. The charges were dropped by the District Attorney's office due to negative test results.

Current Status:

The City's Motion for Summary Judgment was granted. The plaintiff failed to appeal, within the allotted time period, so the file has been closed.

Claims Closed by CJPRMA

10 **2004-2005-0031 MANGIAPANE, KEITH v. City of Folsom (NCCSIF)**

Date of Incident: 2/17/2005
Date of Claim: 8/17/2005
Date of Notification: 3/31/2006
Type of Claim: Bodily Injury, Property Damage

Nature of Claim:

This matter arose as the result of a traffic collision between a motorcycle and a mini van which occurred in the City of Folsom. Apparently, the motorcyclist lost control of his vehicle and crossed over the center line, crashing head on into the mini van. The motorcyclist was pronounced dead at the scene and the driver of the mini van has allegedly sustained injuries as a result of that incident.

Current Status:

The Campbells settled for \$5,000. The balance of the case was settled for \$1.6 million. Of those amounts, CJPRMA paid \$1,504,622. The file is now closed.

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 5	<u>Title:</u> STATUS UPDATE ON GOALS & OBJECTIVES FOR STRATEGIC PLAN
Meeting: 06/18/2009	
Agenda Bill #: 1085	
General Manager: 	

Recommended Action:

Approval of the General Manager's proposed Goals & Objectives and the revised CJPRMA Mission Statement.

Item Explanation:

At its meeting of May 6-8, 2009, the Board of Directors approved the organizational goals that had been developed for the Strategic Plan. A copy has been attached as an exhibit.

The General Manager agreed to develop specific Goals & Objectives that would be utilized to successfully implement the Strategic Plan and the goals identified and approved by the Board.

Those Goals & Objectives are in the process of being finalized and will be emailed to the Board prior to the meeting.

In addition, the Board provided input for the further revision of the Mission Statement and requested that a final revision be provided for adoption at the June meeting. A proposed, revised version has been attached as an exhibit.

Fiscal Impact:

Unknown

Exhibits:

- 1) Strategic Plan, including goals, as approved by the Board
- 2) Proposed Revised Mission Statement
- 3) General Manager's Goals & Objectives (e-mailed separately)

Board Action:

California Joint Powers Risk Management Authority Strategic Plan 09-10

Priority	Long Range Goals	Initiatives to achieve goals	Fiscal Year	Assignment	Date completed
Strategic Direction					
High	Maintain an effective strategic plan	Review strategic plan annually, update as necessary and formally review at annual meeting.	Ongoing	BOD & GM	
		Provide status update of strategic initiatives at all board of director meetings	Ongoing	GM & Staff	
		Conduct strategic planning workshop annually	2009-2010	GM & Staff	
High	Evaluate the General Manager annually based upon goals and objectives.	Create an evaluation tool to be utilized by BOD and GM.	2008-2009	BOD & GM	
		Establish agreed upon goals and objectives for fiscal year.	2008-2009	BOD & GM	
		Identify and agree upon weighting of objectives.	2008-2009	BOD & GM	
		Create a process with timelines for the annual evaluation of the General Manager.	2008-2009	BOD & GM	
		Conduct an evaluation of the General Manager and review compensation based upon board adopted policy.	2009-2010	BOD & GM	

Internal Excellence					
High	Establish a governance approach which includes involvement of multiple board members.	Establish a policy for the creation of and performance guidelines for board committees.	2009-2010	BOD & GM	
		Identify core business areas that will be assigned to committees for oversight.			
High	Enhance the agenda deliverables to members.	Agenda review by President.	2009-2010	President/GM	
		Create a board agenda calendar including the dates for development and preparation of board agendas.	2009-2010	GM & Staff	
		Enhance the written materials included within the agenda packet and modify board agenda format.	2009-2010	GM & Staff	
Low	Review the continuing performance of the Insurance Broker.	Prepare and distribute an RFP for Broker of Record to qualified brokerage firms.	2010-2011	GM & Staff	
		Staff review of RFP submissions, including oral interviews, reference checks and program review.			
		Recommendation to Board of Directors for adoption at October Board Meeting.	2010-2011	GM & Staff	
		Award Broker of Record and begin marketing process for 2010-2011 program year.	2010-2011	BOD	
High	Establish a permanent office site with meeting space	Purchase a building for office space	2008-2009	BOD	
		Design the internal improvements	2008-2009	GM & Staff	
		Award contract and manage construction	2008-2009	GM & Staff	
		Purchase furniture and equipment for office space	2009-2010	GM & Staff	
		Relocation of staff and equipment to new facility	2009-2010	GM & Staff	
		Terminate existing facility lease	2009-2010	GM & Staff	
		Complete project within allocated budget	2009-2010	GM & Staff	
		Provide ongoing project status update to Board of Directors.	Duration of project	GM & Staff	
		Schedule grand opening celebration of new facility.	2009-2010	GM & Staff	
		Develop usage policy of facility for members and outside parties.	2009-2010	BOD & GM	

Marketing					
High	CJPRMA optimum membership	Determine optimal size parameters for the organization	2009-2010	GM & Staff	
		Perform actuarial review to determine minimum and maximum organizational limits	2009-2010	GM & Staff	
		Create a marketing program for new membership based upon identified needs of the organization.	2009-2010	GM & Staff	
		Establish a prioritized list of potential new members and market as necessary.	2009-2010	GM & Staff	
		Maintain the size of the organization that provides optimal pricing and delivery of service.	Ongoing	GM & Staff	

Core Services					
High	Policy creation and development	Develop model risk management policies for members	2009-2010	GM & Staff	
		Adopt risk management/best practice standards for membership	2009-2010	GM & Staff	
High	Affordable Premiums	Maintain affordable premiums for members	Ongoing	BOD & GM	
		Develop programs that enhance benefits to members	Ongoing	BOD & GM	
		Provide high level of service to members meeting their expectations	Ongoing	BOD & GM	
Medium	Auditing Standards	Develop a model for the performance of risk management audits for members	2009-2010	GM & Staff	
		Develop an organizational policy on the frequency of member audits	2009-2010	GM & Staff	
High	Products and Services	Develop optional individual services for members	2009-2010	GM & Staff	
		Create a CJPRMA approved vendor pool that provides discounted rates to members	2009-2010	GM & Staff	
High	Risk Management Information Services	Develop a standard on the reporting of loss information by member to CJPRMA	2009-2010	GM & Staff	
		Collect data from all members	2009-2010	GM & Staff	
		Create a reporting mechanism to deliver information to members	2009-2010	GM & Staff	
		Identify losses by frequency, severity and type.	2009-2010	GM & Staff	
		Create a member report card to effectively manage risks.	2009-2010	GM & Staff	
Low	Service enhancement deliverables	Service delivered based upon identified frequency and severity.	2009-2010	GM & Staff	
		Targeted service to members based upon individual loss history	2009-2010	GM & Staff	
Medium	Maintain data on offerings from comparable pools	Conduct ongoing assessment of programs offered by alternative JPA's and identify services to benefit membership.	Ongoing	GM & Staff	
Low	Explore expansion of claims audit to include evaluation of primary level work	Identify resources for claims audits and determine fiscal impact for expansion of services.	2009-2010	GM & Staff	
Med	Coverage audits for members	Audit of members insurance programs for adequacy	2009-2010	GM & Staff	
High	Communication to membership	Provide ongoing information to members from Jury Verdicts, Appellate Cases and legislative developments	2009-2010	GM & Staff	
		Provide detailed case closure summary to BOD	2009-2010	GM & Staff	
High	Litigation Management Policy	Develop a litigation management policy	2009-2010	GM & Staff	

	Core Services Continued				
		Claims and litigation management support for membership.	2009-2010	GM & Staff	
Medium	Member Accreditation Standards	Create a system for accrediting the performance of members based upon sound risk management practices and performance.	2009-2010	GM & Staff	

Education and Training					
Medium	Identify training needs and delivery methods	Develop a curriculum of standard board member training topics	2009-2010	GM & Staff	
		Establish minimum risk management competencies for Board Members and alternates	2009-2010	GM & Staff	
		Evaluate alternative methodologies for the delivery of training to member agencies	2009-2010	GM & Staff	
		Implement a training plan that optimizes member involvement and minimizes impact on member resources	2009-2010	GM & Staff	
		Create a training plan that includes delivery focusing on frequency and severity of losses	2009-2010	GM & Staff	
Medium	Training and Education	Provide members with a detailed training plan based upon frequency and severity of losses.	2009-2010	GM & Staff	
		Collect loss data from membership and develop a trending analysis based upon frequency and severity.	2009-2010	GM & Staff	
		Develop loss data evaluation for each members based upon performance to entire membership.	2009-2010	GM & Staff	
		Conduct new Board Member/Alternate Board Member orientation training programs at least semi-annually.	2009-2010	GM & Staff	
Medium	Establish a RM value for members	Identify the key components of an effective risk management program	2010-2011	GM & Staff	
		Develop a standard for comparison of programs for each member	2009-2010	GM & Staff	
Medium	Define additional program deliverables.	Develop core programs to market to existing members and non-members.	2009-2010	GM & Staff	

Coverage Options					
High	Market the foundation programs for CJPRMA	Annually market the GL/Auto/D&C reinsurance product	Ongoing	GM & Staff	
		Market the property,APD, and B&M Products	Ongoing	GM & Staff	
		Market the Special Event Program and focus on the development of a blanket special event coverage.	2009-2010	GM & Staff	
		Conduct a member survey to identify all CJPRMA exposures.	2009-2010	GM & Staff	
High	Identify coverage options for members and explore alternative products and services	With assistance of broker, evaluate optional coverage programs that include multiple exposures to members.	2009-2010	GM & Staff	



CALIFORNIA JOINT POWERS RISK MANAGEMENT AUTHORITY


Mission Statement

The California Joint Powers Risk Management Authority is a member-directed excess liability risk retention pool that is dedicated to protecting its members from catastrophic losses and meeting the needs of its members by:

- Providing comprehensive, stable, and affordable excess liability coverage
- Offering competitive and flexible coverage programs
- Delivering quality risk management services
- Preserving financial strength and solvency

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 6	<u>Title:</u> PROPOSED COVERAGE FOR SPECIAL EVENTS IN 2009/2010 MEMORANDUM OF COVERAGE
Meeting: 06/18/2009	
Agenda Bill #: 1086	
General Manager: 	

Recommended Action:

Approval of the proposed endorsement to add Special Events coverage to the 2009/2010 Memorandum of Coverage.

Item Explanation:

Special Events coverage programs, have been an on-going problem for members.

A variety of third-party programs, such as those provided by Gales Creek, Diversified Risk and SPARTA, have been utilized over the years. Each has had problems. A survey of members found very little loss history in the Special Events categories proposed for coverage. As a result, the General Manager is recommending that an endorsement providing Special Events coverage in the 2009/2010 Memorandum of Coverage be approved, subject to the conditions contained therein.

Attached is a Memorandum from Board Counsel, discussing the issue, as well as the proposed endorsement.

Fiscal Impact:

The cost savings to the members is unknown. The exposure to CJPRMA will increase because of the reduction in the retained limit for Special Events.

Exhibits:

- 1) Memo from Board Counsel, Dated 06/10/2009
- 2) Proposed Endorsement to 2009/2010 Memorandum of Coverage

Board Action:

GIBBONS & CONLEY

MEMORANDUM -- CONFIDENTIAL

To: Bob German, General Manager, CJPRMA **Date:** June 10, 2009

From: A. Byrne Conley, Board Counsel

Re: *Special events coverage*

The Board expressed interest in adding coverage for special events at the primary level through the pool. This would eliminate the necessity (including the time and administrative cost) of requiring users of Member properties or sponsors of special events to purchase special events coverage, which is typically done with individual per-event applications by third parties, often with Member assistance. For this coverage, CJPRMA would “drop down” and cover the primary layer. This would be coverage on behalf of the Member only, not for third parties. The trick is to confine the coverage to special events only, not to make CJPRMA coverage primary in other instances. We agreed that it would be appropriate to make this an endorsement on the current coverage, rather than a separate, stand-alone coverage document. A Member would remain free to require the sponsor of a special event to prove evidence of coverage for itself, or even to require an Additional Insured endorsement on the sponsor’s coverage naming the Member, but CJPRMA’s special events coverage would be available to the Member at the primary level in excess of any such coverage. Also, Members would be free (and encouraged) to continue to include contractual indemnity and hold harmless provisions in their contracts with event sponsors where appropriate.

To do this, we need to define carefully the events or activities that would trigger the special events coverage. For those events or activities, coverage would “drop down” to the primary level, subject to a low Self Insured Retention, covering the Member up to the point that the Pooled Coverage attaches.

Note that this provides General Liability coverage, only. Coverage for damage to the Member’s own property is not covered by the General Liability form. Instead it is covered by first party Property coverage, and subject to the deductible under that policy form.

The following is a draft for the Board’s consideration. I am particularly interested in feedback from the Board regarding which kinds of events this coverage should apply to, keeping in mind that Members are picking up the primary level exposure of other Members for anything we define to be within this coverage.

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SPECIAL EVENTS ENDORSEMENT

With respect to *bodily injury* or *property damage* arising out of, and caused by, a “Special Event,” the *Retained Limit* stated in the Declarations Page is amended to \$25,000.

For purposes of this Endorsement, “Special Event” means:

1. A parade, march, street fair, exhibition, or similar gathering of people over a single day or weekend, or series of weekends not to exceed one month.
2. Outdoor concerts, not in a stadium or theater used regularly for such purpose.
3. Community group meetings in a general purpose facility such as adult education classes, book clubs, or social clubs.

“Special Event” does not include:

1. Aircraft events
2. Motorized sporting events
3. Speed or demolition contests
4. Professional sporting events
5. Fireworks shows
6. Events with hosted alcohol
7. Events at stadiums or theaters with total facility seating capacity of more than 100 people.
8. Exhibitions at a fixed place such as zoos or museums

This Endorsement does not apply to liability arising from *Public Officials Errors and Omissions*.


This Endorsement does not eliminate the operation of any Exclusion in the Memorandum of Coverage.

This Endorsement forms a part of the Memorandum of Coverage for the program year indicated above.

Effective Date: July 1, 2009

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 7	<u>Title:</u> RISK MANAGEMENT ISSUES
Meeting: 06/18/2009	
Agenda Bill #: 1087	
General Manager: 	
<u>Recommended Action:</u>	
None	
<u>Item Explanation:</u>	
<p>This item is reserved for the discussion of risk management issues that are of concern to the members and for the provision of status updates on the risk management program.</p> <p>Issues that have been requested to be listed for discussion are set forth below.</p> <ol style="list-style-type: none">1) CSRMA Online (David Clovis, <i>CJPRMA</i>)2) Training needs of members. Working together to meet everyone's needs. (Bill Henderson, <i>Livermore</i>)3) Use of List Serve. Why isn't anyone using the service? (Bill Henderson, <i>Livermore</i>)4) The real cost of annexation and how we can work with our planners and engineers to keep them from buying a "pig in a poke." (Bill Henderson, <i>Livermore</i>)5) Police offices wearing vests vs. belts (Lynne Margolies, <i>Santa Rosa</i>)6) Mandated Medicare Reporting (Mary Ann Perini, <i>San Leandro</i>)7) Status update on new building (Bob German, <i>CJPRMA</i>)8) Location of Annual Meeting (Bob German, <i>CJPRMA</i>)9) Dates for October Board Meeting (Bob German, <i>CJPRMA</i>)10) Loss Experience by Member (David Clovis, <i>CJPRMA</i>)	

Fiscal Impact:

None

Exhibits:

None

Board Action:

**CALIFORNIA JOINT POWERS
RISK MANAGEMENT AUTHORITY**

AGENDA BILL

Item #: 8	<u>Title:</u> ELECTION OF EXECUTIVE COMMITTEE MEMBERS
Meeting: 06/18/2009	
Agenda Bill #: 1088	
General Manager:	

Recommended Action:

Election of two directors to serve in non-officer positions on the Executive Committee.

Item Explanation:

At its meeting of December 11, 2008, the Board of Directors decided to amend the by-laws and change the way in which the five non-officer positions on the Executive Committee were selected.

Instead of having all five positions filled from a rotation list, as was done previously, the Board decided to hold a Board wide election for two at-large positions. This would occur in odd numbered years.

The other three non-officer positions would be filled by appointment from rotation lists. This would occur in even numbered years. Those three selections would be made by appointing one Director from each of three categories: JPA, large cities (populations of 100,000 or more) and small cities (population less than 100,000). The previous rotation list was utilized to place members in their respective categories and in their same respective position within those categories.

Since this is an odd numbered year, the two at-large non-officer positions will be elected by a Board wide vote.

In order to be eligible, the nominees must have served on the Board for a period of twelve months preceding the date of the election.

After receiving the nominations, the General Manager/Secretary conferred with the nominees in order to determine whether or not they wished to be considered for the election.

After completing those discussion, those remaining as nominees were as follows:

- Roger Carroll (*SCORE*)
- Jeff Davis (*REMIF*)
- Harry Maurer (*Vallejo*)
- Kathleen Williams (*Stockton*)

As a matter of information, the four Executive Committee members whose terms do not expire for another year (June 30, 2010) are:

Bill Henderson (*Livermore*), President
Jeff Tonks (*YCPARMIA*), Vice President
Chris Carmona (*Redding*)
Jessica Henry (*Chico*)

The one member whose term does not expire until June 30, 2012 is Janet Hamilton (Lodi). Although non-officer members of the Executive Committee are only allowed to serve for one two year term, there is an exception to that rule. If a director is elevated to the Executive Committee mid-term, due to a vacancy created by the withdrawal/removal of a sitting member, the director that is so elevated serves the balance of the term of the person that they replaced plus an additional full two year term. In this case, Janet Hamilton replaced Robyn Kain, after Robyn's term had commenced, so Janet will serve the remainder of Robyn's term (through June 30, 2010) as well as an additional full two year term (through June 30, 2012).

The two members whose terms are expiring this June are:

Dixon Coulter (*NCCSIF*)
Darrell Handy (*Alameda*)

After the balloting is completed, the two nominees receiving the most votes will each be elected to the Executive Committee for a single term of two years, commencing on 07/01/2009.

Only Board members present at the meeting are entitled to vote.

Ballots will be provided at the meeting.

Fiscal Impact:

None

Exhibits:

None

Board Action: