

**PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT  
(PRISM)**

**CLAIMS REVIEW COMMITTEE 2**

**FINAL AGENDA**

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Web Conference/Telephonic Meeting Wednesday, January 21, 2026  
<https://zoom.us> 9:00 a.m.  
Teleconference Number: Use Call Me option or 669 444 9171 First Meeting – 2026  
Meeting Number: 826 8353 3827 *(Physical locations for public participation are listed on the following page(s))*

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As to each agenda item, the Committee may take action and/or receive informational reports as appropriate.

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**ROLL CALL/INTRODUCTIONS**

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- 1.A. Establishment of Quorum/Introductions .....6
- 1.B. Web Conference Protocol

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**SELECTION OF CHAIR**

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- 2.A. Selection of Chair and Vice Chair.....7  
*An action to select a Chair and a Vice Chair for the 2026 year.*

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**CONSIDERATION OF OFF AGENDA ITEMS**

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Pursuant to Government Code Section 54954.2(b), except as provided in this paragraph, no action or discussion shall be taken at a regular meeting on any item which does not appear on the posted Final Agenda. Pursuant to Government Code Section 54954.2 (b)(2) an item may be added to the Final Agenda after the Final Agenda has been posted upon a determination by a two-thirds vote of the Committee (or a unanimous vote if less than two-thirds of the Committee is present); the vote shall be on a motion stating that there is a need to take immediate action and that the need for action came to the attention of the Committee subsequent to the Final Agenda being posted. Any such motion shall be accompanied by distribution of a written statement on a form provided by the office of the Chief Executive Officer/Secretary of the Board, to be included in the record, stating the facts upon which it can be determined that the need to take action arose after the Final Agenda was posted. In addition, action may be taken on an item not on the posted Final Agenda under the circumstances stated in Government Code Section 54954.2 (b)(1) [emergency] and 54954.2 (b)(3) [continued regular meetings].

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**PUBLIC COMMENT**

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This portion of the agenda is reserved for members of the general public to address the Committee on any matter either on this agenda or not on this agenda that is under the jurisdiction of the Committee.

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**ADMINISTRATIVE MATTERS**

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- 3.A. Code of Conduct (Heather).....8  
*An informational report regarding the Code of Conduct.*

3.B.	Standard Operating Procedures (SOP) (Heather).....	11
	<i>An informational report regarding the Committee’s SOP.</i>	
3.C.	PRISM Organizational Strategic Plan (Gina).....	24
	<i>An informational report regarding the Organizational Strategic Plan.</i>	

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## CONSENT AGENDA

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The following Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Committee at one time without discussion. Any Committee member, staff member, or interested party may request that any item be removed from the Consent Agenda for later discussion.

4.A.	Approval of Minutes, December 10, 2025,.....	31
	<i>An action to approve the Minutes of the above meeting.</i>	

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## GENERAL BUISNESS

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5.A.	2025 Strategic Planning Retreat Recap (Gina).....	34
	<i>An informational report regarding the 2025 Strategic Planning Retreat.</i>	
5.B.	Staff Report (Heather)	
	<i>Staff will report on matters of interest to the Committee.</i>	

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## FUTURE MEETINGS

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The next regularly scheduled meeting will be on **Wednesday, February 11, 2026, at 9:00 a.m.**, to be held **via Web Conference**.

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## CLOSED SESSION

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*For the following claims items, those in attendance may include members of the Committee and their alternates, legal counsel, as well as authorized staff, which may include the CEO, COO, CLC, claims manager and the primary claims handler and their supervisor.*

*Pursuant to Government Code Section 54956.95, the Committee will hold a closed session to discuss the following claim(s):*

### Liability – Request for Authority

6.A.1.	Gold v. City of Oxnard – 08/27/2022 (Melissa).....	3
6.A.2.	Mackie, et. al v. Santa Cruz County – 08/15/2018 (Melissa).....	7
6.A.3.	Carillo v. San Bernardino County – 01/11/2022 (Carrie).....	11
6.A.4.	Cortes v. San Bernadino County – 05/11/2022 (Carrie).....	14

**6.A.5. Claim Disclosure Report –..... 17**

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**ADJOURNMENT**

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*Disability Access: All posted locations for this meeting are wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact Meeting Planner at (916) 850-7300 or (916) 850-7800 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.*

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**TELEPHONIC ADDRESS LIST**

Each Location is Open for Public Participation

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<b>Contra Costa County</b>	Marco Ponce	2530 Arnold Drive Martinez, CA 94553	(424) 221 0249
<b>El Dorado County</b>	Lavleen Cheema	330 Fair Lane Placerville, CA 95667	(530) 621 6544
<b>Riverside County</b>	Eileen Rosas	4080 Lemon Street Riverside, CA 92501	(951) 955-9448
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