

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

EXECUTIVE COMMITTEE

FINAL AGENDA

75 Iron Point Circle, Suite 200
Folsom, California 95630
(916) 850-7300
<https://zoom.us>

Thursday, May 5, 2022
10:00 a.m.
Sixth Meeting – 2022

Teleconference Number: Use Call Me Option or 346-248-7799
Meeting Number: 856 2606 3167

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

ROLL CALL/INTRODUCTIONS

- 1.A. Establishment of Quorum/Introductions 10
- 1.B. Web Conference Protocol

CONSIDERATION OF OFF AGENDA ITEMS

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 an 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].

PUBLIC COMMENT

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

CONSENT AGENDA

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

- 2.A. Approval of Minutes, March 3, 2022 12
An action to approve the Minutes of the above meeting.

2.B.	Approval of Minutes, March 23, 2022.....	22
	<i>An action to approve the Minutes of the above meeting.</i>	
2.C.	Approval of Minutes, April 15, 2022	26
	<i>An action to approve the Minutes of the above meeting.</i>	
2.D.	PRISM Membership Applications.....	29
	<i>An action to approve the list of entities for membership in PRISM.</i>	
2.E.	General Administration Program Budget Policies.....	30
	<i>An action to approve amendments to the General Administration Program Budget Policies.</i>	
2.F.	Committee Appointment	37
	<i>An action to make an appointment to one of PRISM's committees.</i>	
2.G.	Informational Reports	
	<i>An action to acknowledge receipt of the reports.</i>	
	1. Disclosure of Settled Claims.....	38
	2. Notices of Intent for Potential Withdrawal	41
	3. Disclosure of Underwriting Authority.....	42
	4. Safety Officer Task Force Discussion Notes 4/11/22	47

COMMITTEE REPORTS

3.A.1.	Claims Review 2 – 3/9/22, 4/6/22 (Mike)	49
3.A.2.	Claims Review – 3/11/22, 4/8/22 (Mike)	51
3.A.3.	Legislative – 3/24/22, 4/21/22 (Mike)	53
3.A.4.	Primary Workers' Compensation – 3/30/22 (Rebekah).....	63
3.A.5.	General Liability 2 – 3/16/22 (Rebekah)	65
3.A.6.	Medical Malpractice – 4/28/22 (Rebekah)	67
3.A.7.	Property – 3/23/22 (Rebekah).....	68
3.A.8.	Underwriting – 5/4/22 (Rebekah)	70
3.A.9.	Finance – 4/20/22 (Puneet).....	71
3.A.10.	PRISMHealth – 3/10/22, 4/14/22 (Sidney).....	73
3.A.11.	Personnel Sub-Committee– 4/6/22 (Gina)	76
3.A.12.	PRISM ARC Strategic Planning Session (Gina)	78

INSURANCE PROGRAMS

Primary Workers' Compensation Program

4.A.	2022/23 Reinsurance Renewal Update (Alliant).....	93
	<i>An informational report regarding the 2022/23 renewal.</i>	

Excess Workers' Compensation Program

- 4.B. 2022/23 Reinsurance Renewals (Alliant) 95
An informational report regarding the 2022/23 renewal.

General Liability 1 Program

- 4.C.1. 2022/23 Reinsurance Renewal (Alliant) 110
An informational report regarding the 2022/23 renewal.
- 4.C.2. Memorandum of Coverage (MOC) Amendments (Mike)..... 112
An action to recommend to the Board of Directors to approve the amendments to the GL1 MOC for the 2022/23 year.

General Liability 2 Program

- 4.D. 2022/23 Reinsurance Renewal (Alliant) 150
An informational report regarding the 2022/23 renewal.

Medical Malpractice Program

- 4.E. 2022/23 Renewal Update (Alliant) 152
An informational report regarding the 2022/23 renewal.

Property Program

- 4.F. 2022/23 Renewal Update (Alliant) 154
An informational report regarding the 2022/23 renewal.

Miscellaneous Programs

- 4.G.1. 2022/23 Cyber Liability Program Renewal (Alliant) 157
An action to approve the Cyber Liability Program renewal.
- 4.G.2. 2022/23 Cyber Liability Program Allocation (Rebekah) 179
An action to approve the Cyber Allocation Methodology.
- 4.G.3. 2022/23 Aviation Program Renewal (Alliant)..... 183
An action to approve the Aviation Program renewals.
- 4.G.4. 2022/23 Master Crime Program Renewal (Alliant)..... 199
An action to approve the Master Crime Program renewal.
- 4.G.5. 2022/23 CIMI Program Renewal (Alliant) 209
An action to approve the CIMI Program renewal.
- 4.G.6. 2022/23 Watercraft Program Renewal (Alliant)..... 210
An action to approve the Watercraft Program renewal.

- 4.G.7. 2022/23 Pollution Program Renewal (Alliant).....219
An action to approve the Pollution Program renewal.

PERSONNEL MATTERS

- 5.A. Employee Compensation & Benefits (Gina)238
An informational report regarding the Personnel Sub-Committee's recommendations.
1. Market Adjustment/Salary Survey (Gina).....240
An action to implement a market adjustment to ranges in the staff salary structure for the 2022/23 year.
 2. Inflationary Adjustment (Gina)242
An action to implement a one-time, inflationary adjustment to salaries, effective 7/1/22.
 3. Merit Pay Pool Limit (Gina).....244
An action to approve a merit pool to be available for merit pay increases, effective 7/1/22.
 4. Post COVID Office Plan (Gina)256
An action to authorize the CEO to implement a post-COVID office plan including a full-time, remote work option for most staff positions.
- 5.B. 2022/23 Staffing Requests (Gina)261
An informational report regarding requested staffing changes.
1. Reclass – MS/RC Clerical to Media Technician (Travis)265
An action to approve a reclassification, effective July 1, 2022.
 2. Upgrade – D&A Sr. Specialist to Supervisor (Gina).....267
An action to approve an upgrade, effective January 1, 2023.
 3. New – Sr. WC Claims Specialist (Mike)269
An action to approve a new Sr. WC Claims Specialist position, effective July 1, 2022.
 4. New – Database Administrator (Tom).....273
An action to approve a new Database Administrator position, effective July 1, 2022.
- 5.C. Chief Executive Officer Performance Evaluation & Goals (Gina).....276
An action to approve the 2022/23 CEO goals and review the 2022 member satisfaction survey results and status of 2021/22 goals.

FINANCIAL MATTERS

- 6.A. 2022/23 Proposed General Administration, Building, & Capital Budgets (Puneet)306
An action to recommend to the Board to approve, and/or provide direction to staff regarding any changes to, the 2021/22 proposed General Administration, Building, & Capital budgets.

GENERAL BUSINESS

- 7.A. Staff Report (Gina)
Staff will report on matters of interest to the Committee.

FUTURE MEETINGS

The next regularly scheduled meeting will be on **Thursday, June 2, 2022**, at **9:00 a.m.**, to be held **at the Hilton Arden West** and **via web conference**, in a hybrid venue, in conjunction with the **June Board of Directors meeting**.

CLOSED SESSION

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 also discuss the following claims:

LIABILITY AND WORKERS' COMPENSATION CLAIMS

- 8.A. Report of Pending Workers' Compensation and General Liability Claims over \$1M (see attached)

ADJOURNMENT

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 the 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.

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

EXECUTIVE COMMITTEE

TELEPHONIC ADDRESS LIST

Web Conference/Telephonic Meeting	Thursday, May 5, 2022
https://zoom.us	10:00 a.m.
Teleconference Number: Use Call Me Option or 346-248-7799	Sixth Meeting – 2022
Meeting Number: 856 2606 3167	

PRISM		75 Iron Point Circle, Suite 200 Folsom, CA 95630	(916) 850-7300
ACCEL/City of Santa Barbara	Mark Howard	735 Anacapa Street Santa Barbara, CA 93101	(805) 897-2654
Contra Costa County	Karen Caoile	2530 Arnold Dr. Suite 140 Martinez, CA 94553	(925) 335-1408
Kern County	Matt Gutierrez	1115 Truxtun Ave Bakersfield, CA 93301	(661) 868-3808
Mendocino County	Heather Rose	501 Low Gap Road, Room 1010 Ukiah, CA 95482	(707) 234-6061
Napa County	Kerry John Whitney	1195 3 rd Street, Room 310 Napa, CA 94559	(707) 253-4821
Santa Clara County	Lance Sposito	2310 N. First Street, Suite 203 San Jose, CA 95131	(408) 441-4342
Ventura County	Leonardo Selvaggi	800 S. Victoria Ave., #1970 Ventura, CA 93009	(805) 662-6534