

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

**UNDERWRITING COMMITTEE**

**FINAL AGENDA**

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75 Iron Point Circle, Suite 200  
Folsom, California 95630  
(916) 850-7300

Wednesday, February 5, 2025  
1:00 p.m.  
Second Meeting – 2025

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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 .....5

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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 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].

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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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- 2.A. Code of Conduct (Sarah) .....6  
*An informational report regarding the Code of Conduct.*
- 2.B. Standard Operating Procedures (Sarah).....9  
*An informational report regarding the Standard Operating Procedures for the Committee.*
- 2.C. PRISM Organizational Strategic Plan (Gina).....29  
*An informational report regarding PRISM's strategic plan.*

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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.

3.A.	Approval of Minutes, January 8, 2025.....	34
	<i>An action to approve the Minutes of the above meeting.</i>	
3.B.	Report of Underwriting Exceptions During 2024 .....	38
	<i>An action to acknowledge receipt of the 2024 underwriting exceptions report.</i>	
3.C.	Disclosure of Underwriting Authority.....	39
	<i>An action to acknowledge receipt of the disclosure.</i>	
3.D.	EWC & GL1 Notices of Intent for Potential Withdrawal.....	41
	<i>An action to acknowledge receipt of the notices for potential withdrawal.</i>	
3.E.	2023/24 Payroll Audit Results.....	42
	<i>An action to acknowledge receipt of the results of the final 2023/24 payroll audit.</i>	

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## INSURANCE PROGRAMS

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4.A.	Claims Review Committee Report (Heather) .....	44
	<i>An informational report regarding the recent activities of the Claims Review Committee.</i>	
4.B.	Monthly Loss Data Reporting Update (Max).....	45
	<i>An informational report regarding monthly loss data reporting.</i>	

### Excess Workers' Compensation Program

4.C.1.	Program Structure Review (Sarah).....	47
	<i>An informational report regarding the current structure of the Program.</i>	
4.C.2.	Program Performance Report as of December 31, 2024 (Max) .....	49
	<i>An informational report regarding the Program's performance as of December 31, 2024.</i>	
4.C.3.	Target Funding Guidelines (Aubrey).....	56
	<i>An action to recommend to the Executive Committee and Board of Directors to affirm the Target Funding Guidelines with no changes.</i>	
4.C.4.	Actuarial Results & 2025/26 Rate Setting (Juemin/Aubrey) .....	60
	<i>An action to recommend to the Executive Committee and Board of Directors to approve the rates for funding the 2025/26 year.</i>	
	<ul style="list-style-type: none"><li>• 2025/26 Funding Requirements</li><li>• Evaluation of Past Funding/Surplus Analysis</li><li>• Long-Term Investment Assumption</li></ul>	

4.C.5.	2025/26 Reinsurance Renewal Update (Alliant).....	61
	<i>An informational report regarding the 2025/26 renewal of the EWC Program.</i>	
4.C.6.	2025/26 Estimated Deposit Premium Allocation (Aubrey).....	64
	<i>An informational report regarding the 2025/26 estimated deposit premium allocation.</i>	

### **General Liability 1 Program**

4.D.1.	Program Structure Review (Sarah).....	70
	<i>An informational report regarding the structure of the Program.</i>	
4.D.2.	Program Performance Report as of December 31, 2024 (Max).....	71
	<i>An informational report regarding the Program's performance as of December 31, 2024.</i>	
4.D.3.	Target Funding Guidelines (Shane).....	78
	<i>An action to recommend to the Executive Committee and Board of Directors to affirm the Target Funding Guidelines with no changes.</i>	
4.D.4.	Actuarial Results & 2025/26 Rate Setting (Juemin/Shane).....	82
	<i>An action to recommend to the Executive Committee and Board of Directors to approve the rates for funding the 2025/26 year.</i>	
	<ul style="list-style-type: none"><li>• 2025/26 Funding Requirements</li><li>• Evaluation of Past Funding/Surplus Analysis</li><li>• Long-Term Investment Assumption</li></ul>	
4.D.5.	2025/26 Reinsurance Renewal Update (Alliant).....	83
	<i>An informational report regarding the 2025/26 renewal of the GL1 Program.</i>	
4.D.6.	2025/26 Estimated Premium Allocation (Shane).....	86
	<i>An informational report regarding the 2025/26 estimated premium allocation.</i>	
4.D.7.	Out of State Participant: Oklahoma Schools Insurance Group (Erica).....	91
	<i>An action to approve a limit increase for the Oklahoma Schools Insurance Group.</i>	

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### **GENERAL BUSINESS**

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5.A.	2024 Strategic Planning Retreat Recap (Gina).....	93
	<i>An informational report regarding the 2024 Strategic Planning Retreat.</i>	
5.B.	Member Services Update (Rick).....	103
	<i>An informational report regarding member services.</i>	
5.C.	Staff Report (Sarah)	
	<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, March 5, 2025, at 1:00 p.m.**, to be held **in a hybrid venue via web conference and at the PRISM office in Folsom.**

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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.*