



**Board of Directors Meeting  
AGENDA  
Thursday, February 23, 2017  
10:00 AM**

**Best Best & Krieger LLP  
300 South Grand Avenue, 25<sup>th</sup> Floor  
Los Angeles, California 90071  
(213) 617-8100**

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Ms. Jennifer Achterberg at (916) 290-4605 or (916) 244-1199 (fax). Requests must be made as early as possible, and at least one full business day before the start of the meeting.*

*Documents and materials relating to an open session agenda item that are provided to the BICEP Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at: 1750 Creekside Oaks Drive, Suite 200, in Sacramento, CA 95833. The documents are also available on BICEP's website, at [www.bicepjpa.org](http://www.bicepjpa.org).*

**Page**

- I. CALL TO ORDER; INTRODUCTIONS**
- II. APPROVAL OF AGENDA AS POSTED (OR AMENDED)**
- III. PUBLIC COMMENTS**  
Members of the public may address the Board of Directors on any matter. The President reserves the right to limit the time of presentations.
- IV. CONSENT CALENDAR** - If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.
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|--|----|
| *A. Check History Report from November 19, 2016 through January 31, 2017 ..... | 5  |
| *B. Treasurer's Report as of December 31, 2016.....                            | 6  |
| *C. Monthly Invoice Billing – Informational .....                              | 25 |
- Recommendation: Staff recommends approval of the Consent Calendar*
- V. JPA ADMINISTRATIVE MATTERS**
- |  |    |
|--|----|
| *A. Draft Minutes from: the November 30, 2016, and the December 01, 2016, Board of Directors' Special Meetings; and the December 06, 2016, Board of Directors' Meeting, Mr. Rob Kramer - Bickmore..... | 31 |
|--|----|
- Recommendation: Review and approve the Minutes from the November 30, 2016, and*

\*Reference material attached

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833  
(800) 541-4591 – FAX (916) 2444-1199  
Email: [rkramer@bickmore.net](mailto:rkramer@bickmore.net)

*December 01, 2016, BICEP Board of Directors' Special Meetings;  
and the December 06, 2016 Board of Directors' Meeting.*

- \*B. Service Partner Contracts Expiring in 2017 & Potential RFP's, Mr. Rob Kramer – Bickmore .....46  
*Recommendation: Provide direction to staff regarding expiring contracts and potential RFP's.*
- C. Update on BICEP Governing Documents Review, Mr. Rob Kramer – Bickmore.....48  
*Recommendation: None.*
- \*D. Litigation Management Guidelines, Mr. Rob Kramer – Bickmore .....49  
*Recommendation: Review and adopt the Litigation Management Guidelines.*

## VI. COVERAGE MATTERS

- A. Data Collection Update, Mr. Rob Kramer – Bickmore .....71  
*Recommendation: Members to provide all loss data to the administrator, who will coordinate dissemination to appropriate parties.*
- B. Renewal Marketing for FY 2017/2018, Ms. Courtney Ramirez, Ms. Renneta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc. ....73  
*Recommendation: Provide direction as needed.*
- C. Prospective New Members Update, Ms. Courtney Ramirez, Ms. Renneta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc. ....74  
*Recommendation: Provide direction as needed.*
- D. Member Services Update, Ms. Courtney Ramirez, Ms. Renneta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc. ....75  
*Recommendation: Provide direction as needed.*

## VII. CLOSED SESSION

### A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Paragraph (1) of subdivision (d) of Section 54956.9

Name of Cases:

- In re City of San Bernardino, California, Case No. 6:12-bk-28006-MJ
- Kang v. City of Huntington Beach. Case No. 1877667
- Arrellano v. City of Santa Ana, Case No. 1876936
- Reisse v. City of Santa Ana, Case No. 1876937
- Johnson/Hardesty/Fallon v. City of Ventura, Case. No. 1901752
- Wesco Insurance Co. v. BICEP Reins Arbitration WPP102872403
- Canepa et al v. Santa Ana\*, Case No. 1907272
- Huntington Shorecliff LLP v. Huntington Beach OCSC, Case No. 30-2011-00463995
- Megan Hockaday v. Oxnard, Case No. 1923352
- Zabala v. Oxnard, Case No. 1902927
- Zuniga v. Santa Ana, Case No. 1879684

- Quintanilla v. Santa Ana, Case No. 1947308
- Banuelos, Javier v. San Bernardino, Case No. 1599523

**B. REPORT FROM CLOSED SESSION**

Pursuant to Government Code Section 54957.1, the Board must report in open session any action, or lack thereof, taken in closed session.

**VIII. CLOSING COMMENTS**

This time is reserved for comments by the Board members and staff and to identify matters for future Board business.

- A. Board of Directors
- B. Staff

**IX. ADJOURNMENT**

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**NOTICES:**

1. The next regularly scheduled Board of Directors meeting will be held Tuesday, April 11, 2017, at 10:30 a.m. at the Offices of Best Best & Krieger LLP in Los Angeles, California.
2. If you would like to discuss an agenda item with staff prior to the meeting, please feel free to contact us.
3. In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact Rob Kramer at (800) 541-4591, ext. 1117 or at [rkramer@bickmore.net](mailto:rkramer@bickmore.net). Requests must be made as early as possible and at least one full business day before the start of the meeting.
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