



**Board of Directors’ Meeting
AGENDA
Tuesday, April 11, 2017
10:30 AM**

**Best Best & Krieger LLP
300 South Grand Avenue, 25th 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.

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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.

*A. Check History Report for February and March 20176

*B. Monthly Invoice Billing – Informational7

Recommendation: Staff recommends approval of the Consent Calendar

V. JPA ADMINISTRATIVE MATTERS

*A. BICEP Organizational Chart.....13

Recommendation: Review and file

*Reference material attached

*B.	Draft Minutes from the February 23, 2017, Board of Directors Meeting, Mr. Rob Kramer - Bickmore	16
	<i>Recommendation: Review and approve the February 23, 2017, Minutes of the BICEP Board of Directors' Meeting.</i>	
*C.	Draft Minutes from the March 13, 2017, Special Board of Directors Teleconference Meeting, Mr. Rob Kramer - Bickmore.....	24
	<i>Recommendation: Review and approve the March 13, 2017, Minutes of the BICEP Special Board of Directors Teleconference Meeting.</i>	
*D.	Draft Minutes from the March 15, 2017, Special Board of Directors Teleconference Meeting, Mr. Rob Kramer - Bickmore.....	28
	<i>Recommendation: Review and approve the March 15, 2017, Minutes of the BICEP Special Board of Directors Teleconference Meeting.</i>	
*E.	Third Party Oversight and Litigation Management with Subrogation Recovery, Mr. Rob Kramer – Bickmore	32
	<i>Recommendation: Review and provide direction to staff as needed.</i>	
*F.	Workers' Compensation Claims Audit Services Contract, Mr. Rob Kramer – Bickmore	37
	<i>Recommendation: None. As a possible renewal with Bickmore is involved, we are prohibited from making a recommendation to the Board.</i>	
*G.	BICEP Brokerage Services Contract, Mr. Rob Kramer – Bickmore	74
	<i>Recommendation: Review and provide direction to staff as needed.</i>	
*H.	Status Update of Request for Proposal for Liability Claims Audit Services, Mr. Scott Campbell – BB&K.....	82
	<i>Recommendation: Provide direction to legal counsel as required.</i>	
*I.	Litigation Management Program guidelines, Mr. Rob Kramer – Bickmore	83
	<i>Recommendation: Staff recommends approval of the Litigation Management Program guidelines.</i>	
*J.	Draft Memorandum of Coverage for the 2017/2018 Program Year, Mr. Rob Kramer – Bickmore	105
	<i>Recommendation: Review proposed revisions and provide direction to staff.</i>	
*K.	BICEP Website Changes, Mr. Rob Kramer - Bickmore.....	161
	<i>Recommendation: Consider approval of the funds for the development of a new BICEP website.</i>	

VI. FINANCIAL MATTERS

*A.	Actuarial Report as of December 31, 2016, and Experience Rating Study, Mr. Mujtaba Dattoo –AON Risk Service, Inc.....	163
	<i>Recommendation: Staff recommends the Board accept and file the Actuarial Study and the Experience Rating Study as presented.</i>	

- *B. Preliminary BICEP Operating Budget for the 2017/2018 Fiscal Year,
Ms. Nancy Broadhurst – Bickmore178
Recommendation: Provide direction to staff as needed.

VII. COVERAGE MATTERS

- A. Update on Renewal Marketing for the 2017/2018 Fiscal Year, Ms. Courtney Ramirez,
Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.183
*Recommendation: Recommendations may be made at the meeting, depending on the
availability of final renewal options.*
- B. Prospective New Members Update, Ms. Courtney Ramirez,
Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.184
Recommendation: Provide direction as needed.
- C. Member Services Update, Ms. Courtney Ramirez, Ms. Renetta Poncy, and
Mr. Gordon DesCombes – Alliant Insurance Services, Inc.185
Recommendation: Provide direction as needed.

VIII. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

Name of Cases:

- 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 Wallace 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
- Pickett v. Huntington Beach, Case No. 1935658
- Rovinski Renter v. San Bernardino, Case No. 1735073
- Richard Lunsford v. Ventura, Case No. 1955447

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.

IX. 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

X. ADJOURNMENT

NOTICES:

1. The next regularly scheduled Board of Directors' meeting will be held Thursday, June 15, 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. 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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