



**Board of Directors’ Meeting
AGENDA
Thursday, June 15, 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, Sacramento, CA 95833. The documents are also available on BICEP’s website, at www.bicepja.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 April 2017.....	6
*B. Treasurer’s Report as of March 31, 2017.....	7
*C. Monthly Invoice Billing – Informational.....	28
*D. Fee Increase for Best Best & Krieger	43

Recommendation: Staff recommends approval of the Consent Calendar

V. JPA ADMINISTRATIVE MATTERS

*A. Draft Minutes from the April 11, 2017, Board of Directors’ Meeting, Mr. Rob Kramer - Bickmore	44
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Recommendation: Review and approve the April 11, 2017, Minutes of the BICEP Board of Directors’ Meeting.

*Reference material attached

- *B. Third Party Oversight and Litigation Management with Subrogation Recovery, Mr. Rob Kramer – Bickmore56
Recommendation: Formal consideration of the contract extension with Carl Warren & Company to September 30, 2018. Staff recommends approval of the agreement.
- *C. Workers’ Compensation Claims Audit Services Contract, Mr. Rob Kramer – Bickmore60
Recommendation: Formal consideration of the contract extension with Bickmore for Workers’ Compensation Claims Auditing Services to July 31, 2018. Bickmore makes no recommendation on this item as the agreement is for services provided by Bickmore.
- *D. BICEP Brokerage Services Contract, Mr. Rob Kramer – Bickmore66
Recommendation: Formal consideration of the contract extension with Alliant Insurance Services for a 3 year term to December 31, 2020. Staff recommends approval of the agreement.
- *E. Update and Potential Action on Request for Proposal for Claims Liability Auditor Services, Mr. Scott Campbell – BB&K..... 69
Recommendation: Legal Counsel recommends that the Board of Directors take one of the following actions: 1. Consider the proposals and award the contract for claims auditing services. 2. Assign an ad hoc committee to review the proposals and make a recommendation for award at the next Board meeting. 3. Direct legal counsel to schedule interviews with selected proposers, either at the next board meeting, at a special meeting, or with an ad hoc committee. 4. Extend the deadline for submittal of proposals and direct legal counsel regarding further advertisement of the contract. 5. Provide any other direction to legal counsel as the Board deems appropriate.
- *F. BICEP Governing Document Revisions Update, Mr. Rob Kramer – Bickmore76
Recommendation: Review and approve an amendment to the Bylaws updating the BICEP office location.
- *G. Consideration of Officers, Ms. Jennifer Achterberg – Bickmore78
Recommendation: Conduct election of the BICEP Officers for the 2017-2018 Fiscal Year.
- *H. Resolution 2016-3, Establishing Meeting Dates for the 2017-2018 Fiscal Year, Ms. Jennifer Achterberg – Bickmore 79
Recommendation: Approve Resolution 2016-03, Establishing Meeting Dates for the 2017-2018 Fiscal Year.
- *I. Biennial Seminar and Training, Mr. Rob Kramer – Bickmore.....81
Recommendation: Provide direction to staff as needed.

VI. COVERAGE MATTERS

- *A. Program Renewal Review for FY 2017-2018, Ms. Courtney Ramirez, Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.82
Recommendation: Recommendation on Renewal Options will be presented at the meeting.

- *B. Marketing Outcome, Ms. Courtney Ramirez, Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.83
Recommendation: Provide direction as needed.
- *C. Benchmarking Report, Ms. Courtney Ramirez, Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.84
Recommendation: Provide direction as needed.
- *D. Overview of Prospective New Members and Alliant Marketing Efforts, Ms. Courtney Ramirez, Ms. Renetta Poncy, and Mr. Gordon DesCombes – Alliant Insurance Services, Inc.85
Recommendation: Provide direction as needed.

VII. FINANCIAL MATTERS

- *A. Investment Portfolio Review, Mr. Carlos Oblites – Chandler Asset Management, Inc.86
Recommendation: Receive and file.
- *B. Annual Investment Policy Review, Mr. Carlos Oblites – Chandler Asset Management, Inc.87
Recommendation: Review and adopt.
- *C. Draft Retrospective Adjustment Policy, Ms. Nancy Broadhurst – Bickmore109
Recommendation: Review and provide direction to staff.
- *D. BICEP Draft Operating Budget Models for the 2017-2018 Fiscal Year, Ms. Nancy Broadhurst – Bickmore114
Recommendation: Provide direction to staff as needed, with the possible adoption of one budget model for the 2017-2018 Fiscal Year.
- *E. Billings for Individual Member Coverages, Ms. Nancy Broadhurst – Bickmore124
Recommendation: Approve revised procedure regarding ancillary coverage billings.

VIII. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

Name of Cases:

- Wesco Insurance Co. v. BICEP Reins Arbitration WPP102872403
- Kang v. City of Huntington Beach. Case No. 1877667
- Reisse v. City of Santa Ana, Case No. 1876937
- Megan Wallace v. Oxnard, Case No. 1923352
- 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

B. EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

Title: Claims Adjuster

C. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representative: BICEP Board and Scott Campbell, General Counsel

Unrepresented employee: General Manager

D. 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. JPA ADMINISTRATIVE MATTERS

- K. Second Amendment to agreement for General Manager Services with Bickmore, Mr. Scott Campbell – BB&K125

Recommendation: Legal Counsel recommends that the Board of Directors approve the Second Amendment to Agreement for General Manager Services with Bickmore. Alternately, the Board may suggest changes to the proposed Second Amendment or provide other direction to legal counsel.

X. 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

XI. ADJOURNMENT

NOTICES:

1. The next regularly scheduled BICEP Board of Directors meeting is to be determined.
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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