



**Board of Directors Meeting
AGENDA
Thursday, December 7, 2017
9:30 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 from August 31, 2017, through November 15, 2017	5
*B. Treasurer’s Report as of September 30, 2017	6
*C. Draft Minutes from the September 21, 2017, Board of Directors Meeting	25
*D. Draft Minutes from the November 8, 2017, Roundtable – Special Events Coverages.....	33

Recommendation: Approval of the Consent Calendar

*Reference material attached

V. MEMBERSHIP MATTERS

- *A. General Manager’s Report on Membership Changes for Program Year 2018-2019,
Mr. Rob Kramer – Bickmore37
Recommendation: Provide direction as needed.

VI. FINANCIAL MATTERS

- *A. Draft Audited Financial Statements as of and for Fiscal Year Ended June 30, 2017,
Mr. Bill Patterson – Sampson, Sampson & Patterson, LLP42
*Recommendation: Receive and file the draft audited financial statements and direct
staff to work with the auditor to finalize the document.*
- *B. Draft Retrospective Adjustment Policy, Ms. Nancy Broadhurst – Bickmore77
Recommendation: Board approve Retrospective Adjustment Policy.
- *C. Annual Investment Policy Review, Mr. Rob Kramer – Bickmore89
Recommendation: Review and approve BICEP’s Investment Policy.

VII. JPA ADMINISTRATIVE MATTERS

- *A. Claims Administration Staff Transition and Implementation Plan for BICEP Litigation
Management Program Guidelines, Mr. Brandon Schlenker – Carl Warren & Company.. 128
*Recommendation: Provide direction to staff and Carl Warren regarding the plan for
the Litigation Management Program Guidelines.*
- *B. Update on Draft Memorandum of Coverage, Mr. Rob Kramer – Bickmore 130
Recommendation: Review and provide direction to staff.
- *C. Proposed Underwriting Policy, Mr. Rob Kramer – Bickmore180
*Recommendation: Approve Resolution 2017-02, Underwriting Policy for Prospective
Members.*
- D. Roundtable for April 2018, Ms. Jennifer Achterberg – Bickmore 199
Recommendation: Provide direction to staff.
- *E. Amend Resolution 2016-03, Establishing Meeting Dates for the 2017-2018 Fiscal Year,
Mr. Rob Kramer – Bickmore201
*Recommendation: Approve the amended Resolution 2016-03, Resolution of the Board
of Directors of BICEP Establishing Meeting Dates for the 2017-2018 Fiscal Year.*
- *F. Consideration of Risk Management Fund Concept, Mr. Rob Kramer – Bickmore203
Recommendation: Provide direction to staff.

VIII. COVERAGE MATTERS

- A. Broker Report, Ms. Courtney Ramirez, Ms. Renetta Poncy, and
Mr. Gordon DesCombes – Alliant Insurance Services, Inc.207
Recommendation: Provide direction as needed.

IX. 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
- Reisse v. City of Santa Ana, Case No. 1876937
- Pickett v. City of Huntington Beach, Case No.
- Rovinski Renter v. San Bernardino, Case No. 1735073
- Hernandez, Angela v. City of Huntington Beach, Case No.
- Heirs of Steve Salgado v. City of Santa Ana, Case No.
- Martinez, Vanessa v. City of Huntington Beach, Case No.
- Alachadzhyan, Henry (heirs of:) v. City of West Covina, Case No.
- Rojas, Carlos v. City of Santa Ana
- Gaeta, Ursula & David, et al v. City of Santa Ana

B. PUBLIC EMPLOYEE APPOINTMENT

Title: Litigation Manager

C. 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.

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 Thursday, April 12, 2018.
2. If you would like to discuss an agenda item with staff prior to the meeting, please feel free to contact us.