



BICEP BOARD OF DIRECTORS MEETING AGENDA

Thursday, December 12, 2024

10:00 a.m.

Teleconference

Join the meeting via Zoom:

[Meeting Link](#)

Dial-in Number: (669) 900-6833

Meeting ID: 813 2499 1124

No Passcode

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows:

Sedgwick, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA; City of Huntington Beach, Office of Human Resources, 2000 Main Street, Huntington Beach, CA; City of Oxnard, Human Resources Department, 1st Floor, Beach Conference Room, 300 West Third Street, Oxnard, CA; City of Santa Ana, Office of Risk Management Division, 20 Civic Center, 4th floor, Office 412, Santa Ana, CA; City of San Buenaventura City Hall, Risk Management Division, Room 216, 501 Poli Street, Ventura, CA; and City of West Covina, West Covina City Hall, Room 311, 1444 West Garvey Avenue South, West Covina, CA.

Each location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Mike McNicholas at mike.mcnicholas@sedgwick.com. Requests must be made as early as possible, and preferably 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 Board less than 72 hours prior to a regular meeting will be available for public inspection; please contact Mr. McNicholas.

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- 1. CALL TO ORDER**
- 2. ROLL CALL AND INTRODUCTIONS**
- 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED)**

4. **PUBLIC COMMENTS** – *This time is reserved for members of the public to address the Board relative to matters of BICEP not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.*
- 4 5. **CONSENT CALENDAR** - If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.
- 5 *A. Draft Minutes of the August 14, 2024, Board of Directors Special Meeting
- 7 *B. Draft Minutes of the September 19, 2024, Board of Directors Meeting
- 11 *C. Draft Minutes of the October 14, 2024, Board of Directors Special Meeting
- 13 *D. Draft Minutes of the November 21, 2024, Board of Directors Special Meeting
- 15 *E. Check History Report for September 1, 2024, through November 30, 2024
- 16 *F. Treasurer’s Report as of September 30, 2024
- 40 *G. Internal Financial Statements as of June 30, 2024
- Recommendation: Staff recommends approval of the Consent Calendar.*
6. **FINANCIAL MATTERS**
- 42 *A. Draft Audited Financial Statements as of and for fiscal Year Ended June 30, 2024 – Ms. Allison Gregg, Sampson & Sampson, LLP – Mr. Rob Kramer, Sedgwick
- Recommendation: Staff recommends the Board receive and file the audited financial statements and direct staff to work with the auditor to finalize the document.*
- 73 *B. Resolution 2024-02 Regarding All Bank Accounts, Investment accounts, and Authorized Signatures
- Recommendation: Staff recommends approval of Resolution 2024-02 Regarding All Bank Accounts, Investment accounts, and Authorized Signatures as presented.*
7. **ADMINISTRATIVE MATTERS**
- 76 *A. Appointment of BICEP Finance Manager
- Recommendation: Staff recommends the Board appoint Mr. Min Su as the BICEP Finance Manager.*
- 79 *B. Consideration of Proposed Claims Administration Services Agreement with Carl Warren – Mr. Rob Kramer, Sedgwick
- Recommendation: Staff recommends the Board consider the Claims Administration Agreement extension with Carl Warren.*
- 114 *C. Consideration of Proposed Independent Financial Auditor Agreement with Sampson & Sampson, LLP – Mr. Rob Kramer, Sedgwick
- Recommendation: Staff recommends the Board approve the extension of the Agreement with Sampson & Sampson, LLP, for Independent Financial Auditing Services, as presented.*
- 121 *D. Consideration of Proposed Agreement for Actuarial Services with Aon – Mr. Rob Kramer, Sedgwick
- Recommendation: Staff recommends the Board approve the agreement with Aon for actuarial services, as presented.*

8. CLOSED SESSION

A. Conference with Legal Counsel – Existing Litigation

Pursuant to Government Code Paragraph (1) of subdivision (d) of Section 54956.9, the Board will recess to a closed session to discuss the following cases:

Names of Cases:

- 1) Frahm v. City of Huntington Beach
- 2) Ixta, Jr. v. City of Oxnard
- 3) Jalomo v. City of Santa Ana
- 4) Mele v. City of Ventura
- 5) Hays v. City of Ventura
- 6) Whithorn v. City of West Covina
- 7) Parham v. City of West Covina

Informational Only:

- 1) Ideal Construction – City of Ventura

Settled/Resolved:

- 1) Briley v. City of West Covina
- 2) Tabares v. City of Huntington Beach
- 3) Gonzalez v. City of Oxnard
- 4) Martinez – Santiago v. City of Oxnard
- 5) Heider v. City of Santa
- 6) Taylor v. City of West Covina

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.

9. CLOSING COMMENTS

This time is reserved for comments by BICEP members and/or staff to identify matters for future BICEP business.

- A. Board of Directors
- B. Staff

10. ADJOURNMENT

NOTICES:

- The next Board of Directors meeting will be held on March 11, 2025, via teleconference.