



BICEP BOARD OF DIRECTORS MEETING AGENDA

Tuesday, December 9, 2025

10:00 a.m.

Teleconference

Join the meeting via Zoom:

[Meeting Link](#)

Dial-in Number: (669) 900-6833

Meeting ID: 811 8567 9949

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 September 9, 2025, Board of Directors Meeting
- 11 *B. Check History Report for August 1, 2025, through November 30, 2025
- 12 *C. Treasurer’s Report as of September 30, 2025
Recommendation: Staff recommends approval of the Consent Calendar.
6. **FINANCIAL MATTERS**
- 34 *A. Draft Audited Financial Statements as of and for fiscal Year Ended June 30, 2025 – Mr. Max Leung, Sampson & Sampson, LLP – Mr. Min Su, 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.
7. **ADMINISTRATIVE MATTERS**
- 65 A. Upcoming Vendor Renewals
Recommendation: Staff recommends the Board provide feedback and direction.
- 66 *B. Consideration of Proposed Claims Administration Service Agreement with Carl Warren – Mr. Rob Kramer, Sedgwick
Recommendation: Staff recommends the Board consider the Claims Administration Agreement with Carl Warren.
- 103 *C. Resolution 2025-2 Amendment to Meeting Dates for the 2025/2026 Fiscal Year
Recommendation: Staff recommends approval of Resolution 2025-2 Amendment to Meeting Dates for the 2025/2026 Fiscal Year.
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) Basler v City of Oxnard
2) Ixta, Jr. v. City of Oxnard
3) Parham v City of West Covina
4) Whithorn v. City of West Covina
- Settled/Resolved:**
1) Gonzalez v City of Oxnard
2) Taylor v City of West Covina
3) Mele/MidCentury v City of Ventura

* Reference materials attached with staff report.

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 March 2026, date TBD.