

**PUBLIC RISK INNOVATION, SOLUTIONS, AND MANAGEMENT  
(PRISM)**

**UNDERWRITING COMMITTEE**

**FINAL AGENDA**

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Web Conference/Telephonic Meeting	Thursday, January 21, 2021
<a href="https://zoom.us">https://zoom.us</a>	9:00 a.m.
Teleconference Number: Use Call Me Option or 669-900-9128	First Meeting – 2021
Meeting Number: 986 4675 6491	

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As to each agenda item, the Committee may take action and/or receive informational reports as appropriate.

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**ROLL CALL/INTRODUCTIONS**

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- 1.A. Establishment of Quorum/Introductions ..... 5
- 1.B. Web Conference Protocol

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**SELECTION OF CHAIR**

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- 2.A. Selection of Chair and Vice Chair.....6  
*An action to select a Chair and Vice Chair for the 2021 year.*

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**CONSIDERATION OF OFF AGENDA ITEMS**

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Pursuant to Government Code Section 54954.2(b), except as provided in this paragraph, no action or discussion shall be taken at a regular meeting on any item which does not appear on the posted Final Agenda. Pursuant to Government Code Section 54954.2 (b)(2) an item may be added to the Final Agenda after the Final Agenda has been posted upon a determination by a two-thirds vote of the Committee (or an unanimous vote if less than two-thirds of the Committee is present); the vote shall be on a motion stating that there is a need to take immediate action and that the need for action came to the attention of the Committee subsequent to the Final Agenda being posted. Any such motion shall be accompanied by distribution of a written statement on a form provided by the office of the Chief Executive Officer/Secretary of the Board, to be included in the record, stating the facts upon which it can be determined that the need to take action arose after the Final Agenda was posted. In addition, action may be taken on an item not on the posted Final Agenda under the circumstances stated in Government Code Section 54954.2 (b)(1) [emergency] and 54954.2 (b)(3) [continued regular meetings].

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**CONSENT AGENDA**

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The following Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Committee at one time without discussion. Any Committee member, staff member, or interested party may request that any item be removed from the Consent Agenda for later discussion.

- 3.A. Approval of Minutes, November 24, 2020 .....8  
*An action to approve the Minutes of the above meeting.*

3.B.	Approval of Minutes, December 9, 2020.....	12
	<i>An action to approve the Minutes of the above meeting.</i>	
3.C.	Code of Conduct.....	23
	<i>An action to acknowledge receipt of the Code of Conduct.</i>	
3.D.	Disclosure of Underwriting Authority.....	26
	<i>An action to acknowledge receipt of the disclosure.</i>	
3.E.	Report of Underwriting Exceptions During 2020 .....	28
	<i>An action to acknowledge receipt of the report.</i>	

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## **INSURANCE PROGRAMS**

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4.A.	Claims Review Committee Report (Jen).....	29
	<i>An informational report regarding activities of the Committee since the last meeting.</i>	

### **Excess Workers' Compensation Program**

4.B.1.	EWC Program Budget Policies (Rebekah) .....	30
	<i>An action to recommend to the Executive Committee and Board of Directors to approve the Program Budget Policies.</i>	
4.B.2.	Workers' Compensation EWC Methodology for Financial Adjustment of Claims Involving Multiple Members (Jen).....	35
	<i>An informational report regarding the methodology for adjustment of claims involving multiple members in the same occurrence.</i>	

### **General Liability 1 Program**

4.C.1.	GL1 Program Budget Policies (Rebekah) .....	40
	<i>An action to recommend to the Executive Committee and Board of Directors to approve the Program Budget Policies.</i>	
4.C.2.	Individual Member Corridor Deductibles Delegation of Authority (Rebekah) .....	45
	<i>An action to recommend to the Executive Committee and Board of Directors to delegate authority to the Underwriting Committee and to staff to approve IMCD additions or changes.</i>	
4.C.3.	Reimbursement of In-House Counsel (Rebekah).....	49
	<i>Provide direction to staff regarding the reimbursement of in-house counsel fees.</i>	
4.C.4.	City of Portland Back-Date (Sarah).....	53
	<i>An action to consider back-dating coverage for the City of Portland, effective January 1, 2021.</i>	

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## **GENERAL BUSINESS**

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5.A.	Standard Operating Procedures (SOP) (Rebekah) .....	54
	<i>An informational report regarding the Committee's SOP.</i>	

5.B.	2020 Fall Retreat Recap (Gina/Scott Schimke).....	73
	<i>An informational report regarding the 2020 fall Retreat.</i>	
5.C.	Member Services Update (Maria).....	80
	<i>An informational report regarding the activities of the Member Services Department.</i>	

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## **PUBLIC COMMENT**

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This portion of the agenda is reserved for members of the general public to address the Committee on any matter not on this agenda that is under the jurisdiction of the Committee.

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## **FUTURE MEETINGS**

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The next regularly scheduled meeting is on **Wednesday, February 3, 2021, at 9:00 a.m.**, to be held **via web conference**.

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## **ADJOURNMENT**

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*Disability Access: All posted locations for this meeting are wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the Meeting Planner at (916) 850-7300 or (916) 850-7800 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.*

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**TELEPHONIC ADDRESS LIST**

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<b>GSRMA</b>	Scott Schimke	247 West Sycamore Street Willows, CA 95988	(530) 934-5633
<b>Inyo County</b>	Aaron Holmberg	163 May Street Bishop, CA 93514	(760) 872-2908
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<b>SMCSIG</b>	Craig Schweikhard – <b>Alt.</b>	1791 Broadway Redwood City, CA 94063	(650) 365-9180
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