



**EXECUTIVE COMMITTEE MEETING
AGENDA**

**Thursday, November 15, 2018
10:30 A.M.**

**Bickmore
1750 Creekside Oaks Dr., Suite 200
Sacramento, CA 95833**

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Katie Sullivan at (916) 244-1164 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. All or portions of this meeting will be conducted in person and by teleconferencing in accordance with Government Code Section 54953(b).

Documents and materials relating to an open session agenda item that are provided to the Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Dr., Suite 200, Sacramento, CA 95833.

<u>Page</u>	1. CALL TO ORDER
	2. 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 the California Housing Workers' Compensation Authority 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.
5	5. CONSENT CALENDAR
6	*A. Minutes from the August 16, 2018, Executive Committee Meeting
14	*B. Treasurer's Report on Cash & Investments as of September 30, 2018
46	*C. Financial Statements for the Quarter Ended September 30, 2018
48	*D. Workers' Compensation Claims Oversight Report
53	*E. CHWCA 2017-2019 Strategic Goals & Objectives

* Reference materials attached with staff report.

- Page** **5. CONSENT CALENDAR (continued)**
- 54** *F. Special Liability Insurance Program (SLIP) Renewal Effective September 29, 2018
- 68** *G. 2019 Memorandum of Coverage - Strikeout
- 78** *H. Innovative Claims Solutions Contract
- 101** *I. Warrant List from August 1, 2018, through October 31, 2018
Recommendation: Staff recommends the Executive Committee approve the Consent Calendar.
- 102** **6. WORKERS' COMPENSATION MATTERS**
- *A. Status Report from Innovative Claims Solutions – Jackie Miller, Workers' Compensation Program Manager
Recommendation: None.
- 118** B. Legislative Updates – Jackie Miller, Workers' Compensation Program Manager
Recommendation: None.
- 119** C. Excess Coverage Update – Ric Burwell, Executive Director
Recommendation: None.
- 120** **7. RISK CONTROL MATTERS**
- *A. Risk Management Committee Status Report – Henri Castro, Risk Control Director
Recommendation: None.
- 126** *B. CHWCA Risk Control Plan for 2019 – Henri Castro, Risk Control Director
Recommendation: Staff recommends the Executive Committee approve the 2019 Risk Control Service Plan, as proposed.
- 130** **8. FINANCIAL MATTERS**
- *A. Presentation of the 2019 Actuarial Study – Jack Joyce, Bay Actuarial Consultants
Recommendation: Staff recommends the Executive Committee receive and file the 2019 Actuarial Study.
- 221** *B. Consideration of the 2019 Operating Budget – Ritesh Sharma, Finance Manager
Recommendation: Staff recommends the Executive Committee consider and approve the 2019 Proposed Operating Budget at the 80% confidence level using a 2.0% discount factor.
- 230** C. Consideration of Payroll Basis for the 2020 Program Year – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee change the payroll reporting periods used in the annual budget process from October 1 - September 30 to July 1 - June 30.

- Page** **9. JPA ADMINISTRATION MATTERS**
231 *A. Review of CHWCA JPA Agreement – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee recommend to the Board approval of attached updates to the Joint Powers Authority Agreement.
- 244** *B. Review of the CHWCA Bylaws – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee approve attached updates to the CHWCA Bylaws.
- 268** *C. Review of the CHWCA Financial Stability Plan – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee resolve to adopt attached updates to the CHWCA Financial Stability Plan.
- 275** *D. Review of the CHWCA Underwriting Policy – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee approve updates to the CHWCA Underwriting Policy.
- 286** *E. Discussion of the CHWCA Workshop Reimbursement and Bill-Backs Policy – Ric Burwell, Executive Director
Recommendation: Staff seeks direction from the Executive Committee regarding reasonable accommodation and meal expenses.
- 291** *F. Review and Consideration of Draft Request for Proposal (RFP) for Actuarial Services – James Shields, CHWCA President
Recommendation: Staff seeks direction from the Executive Committee regarding the publication of an RFP for workers' compensation actuarial review. Staff seeks further direction for the evaluation and selection process.
- 319** *G. Presentation of Results of the Bickmore and Service Providers Yearly Evaluations – Katie Sullivan, Board Secretary and Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee receive and accept the evaluation results. Staff also seeks direction from the Committee as to which professional service providers should be evaluated by the membership in future surveys.
- 339** *H. Consideration of Resolution No. 2018-02, 2018-03, 2018-04, and 2018-05: Honoring Members and Service Partners – Ric Burwell, Executive Director
Recommendation: Staff recommends the Executive Committee formally honor Mr. Wesley Weir, Ms. Patricia Friou, Ms. Jean Goebel, and Steven L. Kabot, Esq. by approving Resolution Nos. 2018-02, 2018-03, 2018-04, and 2018-05.

11. CLOSED SESSION

- A. Pursuant to Government Code Section 54956.95(a), the Committee will hold a closed session to discuss the following claims:
- True v. Sacramento Housing & Redevelopment Agency

- Page** **11. CLOSED SESSION (continued)**
 B. Pursuant to Government Code Section 54957.1, the Committee will report in open session any reportable action taken in closed session.
- 12. CLOSING COMMENTS**
 A. Executive Committee
 B. Staff
- 13. ADJOURNMENT**

NOTICES:

- The next Executive Committee meeting will be held on May 1, 2019, at 1:00 p.m. at the Monterey Plaza Hotel & Spa, 400 Cannery Row, Monterey, CA 93940
- The next Risk Management Committee meeting will be held on May 2, 2019, at 9:00 a.m. at the Monterey Plaza Hotel & Spa, 400 Cannery Row, Monterey, CA 93940
- The next Board of Directors meeting will be held on May 2, 2019, at 12:30 p.m. at the Monterey Plaza Hotel & Spa, 400 Cannery Row, Monterey, CA 93940