



Association of Bay Area Governments

SUMMARY MINUTES

Approved 1/10/05

CLAIMS COMMITTEE

Regular Meeting

November 17, 2004

101 8th Street

Oakland CA 94607

Conference Room B

PRESIDING:	Gretchen Conner	Campbell
COMMITTEE MEMBERS PRESENT:	Pamela Thompson Orry Korb Maureen Cassingham	San Bruno Los Gatos Los Altos Hills
COMMITTEE MEMBERS ABSENT:	Gary Galliano	Newark
MEMBERS PRESENT	Cecilia Quick Joe Tanner	Pacifica Pacifica
Legal Counsel:	Peter Urhausen Austin R. Gibbons	Legal Counsel for City of Pacifica Legal Counsel for City of Pacifica
Staff Present:	Marcus Beverly, Risk Manager Ken Moy, Legal Counsel for ABAG Plan Corporation Angela Salsbury, Claims Manager Terry Hickman, Claims Examiner Carol Johnson, Secretary	

1. **Call To Order:** Meeting called to order at 10:35 a.m.

2. **Public Comments:** None

3. Approval of Minutes:

August 5, 2004 Claims Committee meeting minutes approved as presented.

/M/Korb/S/Conner/C/Unanimously approved.

Convened to Closed Session:

4. Conference with Legal Counsel – anticipated or existing litigation

No. Pacifica vs. Pacifica

Legal counsel for Pacifica presented their appeal of coverage denial to the Committee members. Representatives of Pacifica and their legal counsel left the closed session so the Committee, PLAN legal counsel and staff could discuss the presentation and coverage analysis. The Committee members provided direction to staff for further action.

Burns vs. Los Altos

Claims Committee discussed case with legal counsel and staff and gave direction to them for further action.

Convened to open session:

5. Announcements:

Orry Korb reported that there was no final reportable action taken on agenda item 4.

6. Litigation Management and Reporting Software:

Marcus Beverly presented a report recommending the purchase of ad-hoc reporting software to replace our current SortMaster application. He also suggested we proceed with an RFP to purchase litigation management software, rather than conduct an audit of past legal bills. After review and discussion, committee members agreed with recommendations as presented.

/M/Korb/S/Thompson/C/Unanimously Approved.

7. Review of MOC, Claim Policy and Reports:

Staff presented a brief report regarding the status of the Coverage Review Committee and recommendation that the Claims Committee continue that function as needed. Report and recommendation approved as presented.

/M/Korb/S/Thompson/C/Unanimously Approved.

For information only staff also presented the list of open and recently closed claims over \$125,000, claim counts for 2003 and 2004, and Claim Policy for discussion and committee member reference. Staff noted the closure of a number of high-exposure claims and the number of open claims with large exposure potential had dropped since last year.

8. Election of Committee Chair and Vice Chair:

Committee Member Gretchen Conner nominated Committee Member Orry Korb of Los Gatos as Chair and Maureen Cassingham of Los Altos Hills as Vice Chair.

Nominations unanimously approved by Committee.

9. Other Business: None presented.

10. Adjournment: Meeting was adjourned at 2:15 p.m.

Respectfully Submitted,



Marcus Beverly, Risk Manager and Secretary
ABAG PLAN Corporation