

# ASSOCIATION OF BAY AREA GOVERNMENTS

Representing City and County Governments of the San Francisco Bay Area



## **Executive Committee Special Teleconference Meeting Summary Minutes Approved November 17, 2004**

**May 10, 2004  
ABAG Conference Room B  
101 Eighth Street, Oakland, CA**

### **Presiding**

Jack Dilles, Chairman

### **Jurisdiction**

Morgan Hill

### **Committee Members Present**

Orry Korb, Vice Chair

Gretchen Conner

Larry Anderson

Alex McIntyre

Los Gatos

Campbell

Burlingame

Tiburon

### **Committee Members Not Present**

Cecilia Quick

Jim Steele

Pacifica

South San Francisco

### **Staff Present – ABAG PLAN Corporation**

Marcus Beverly, ABAG Risk Manager

Ken Moy, ABAG Legal Counsel

Carol Johnson, ABAG Plan Recording Secretary

### **Consultants Present - Driver Alliant Insurance Services**

Dennis Mulqueeney

Seth Cole

### **Call To Order:**

Jack Dilles called the meeting to order at 1:35 p.m.

### **PUBLIC COMMENTS:**

There were no public comments.

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## **APPROVAL OF MINUTES OF APRIL 14, 2004 MEETING:**

Motion was made by Anderson/S/Korb/C/ to approve the April 14, 2004 Executive Committee meeting minutes as presented.

## **EXCESS INSURANCE OPTIONS:**

Dennis Mulqueeny from Driver Alliant Risk Services presented an update on the progress of obtaining options for excess insurance for FY 2004-05. Mulqueeny stated that 10 renewal applications are still outstanding. He discussed the importance of timeliness in submitting renewal applications. Before insurance options can be obtained all applications must be received. He stated that he foresees an "as is renewal", with a payment increase between 3% to 8% that in today's insurance market is considered reasonable. Agreed upon by committee that given member applications pending, further preparation is needed before action can be taken in reference to insurance options.

## **GOVERNING DOCUMENT REVISIONS:**

Staff presented the revised Claim Policy and Memorandum of Coverage, per feedback received at the last meeting, for committee review, discussion and approval. Per direction from legal counsel, a detailed process for arbitration was included in the Claim Policy rather than in the MOC. Changes were outlined in (two sections) of 3.3 of the revised Claim Policy. Cecilia Quick's request that a standard for making a recommendation to accept or reject a claim within 30 days was added to Section 6.0, Claim Program Standards.

Motion was made by Conner/S/Anderson/C/ to approve Claims policy as presented with revisions.

Ken Moy presented Memorandum of Coverage revisions recommended in the previous Executive Committee meeting. Revisions are as follows: limited coverage for the newly added Employee Benefit Liability Coverage to a maximum of \$250,000.

Motion was made by Korb/S/Conner/C/ to approve Memorandum of Coverage as presented with revisions.

## **RISK MANAGEMENT COMMITTEE PROJECT BUDGET:**

Staff presented a request to provide the Risk Management Committee a budget of up to \$50,000 to fund worthwhile projects as they come up throughout the year, including a pilot sidewalk repair program with a new company by the name of Precision Concrete Cutting. Staff would like to offer a matching grant to members who are willing to try the services of Precision Concrete Cutting, including utilizing their sidewalk inspection program.

/M/Conner/S/McIntyre/C/ approved as presented the Risk Management Committee Project Budget.

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**SAN MATEO MEMBERSHIP APPLICATION:**

Staff provided a preliminary analysis and update regarding interest in joining the PLAN from the City of San Mateo. Marcus Beverly explained recommendations in reference to San Mateo and analysis. Ken Moy presented the membership process.

**OTHER BUSINESS:**

None

**ADJOURNMENT:**

2:20 p.m.

Respectfully Submitted,



Marcus Beverly  
Risk Manager & Secretary  
ABAG PLAN Corporation

/cj