

**POOLED LIABILITY ASSURANCE NETWORK JOINT
POWERS AGREEMENT
(PLAN JPA)**

**MINUTES OF THE CLAIMS COMMITTEE
MEETING OF OCTOBER 25, 2018**

A regular meeting of the Claims Committee was held on October 25, 2018, via teleconference.

MEMBERS PRESENT: Kathleen Kane, Chairperson, Burlingame
Marc Zafferano, San Bruno
Heather McLaughlin, Benicia
Jesse Takahashi, Campbell
Rebecca Mendenhall, San Carlos
John Mullins, Hillsborough (*Arrived during Agenda Item 6.A*)
Robert Schultz, Los Gatos

MEMBERS ABSENT: Scott Corey, Suisun City
Brenda Olwin, East Palo Alto

OTHERS PRESENT: Jon Paulson, Acting General Manager, Bickmore
Yahaira Martinez, Assistant General Manager, Bickmore
Will Portello, Director of Litigation Management, Bickmore
Katie Sullivan, Assistant Board Secretary, Bickmore
Jennifer Emmaneel, Defense Counsel (*Left after Agenda Item 6.A*)
Michael Taylor, Saratoga (*Arrived during Agenda Item 6.A, Left after Agenda Item 6.A*)

1. CALL TO ORDER

The October 25, 2018, Claims Committee meeting was called to order at 1:34 p.m. by Chairperson Kathleen Kane.

2. INTRODUCTIONS

Roll call was taken of those present.

3. PUBLIC COMMENTS

None

4. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

The agenda was approved as posted.

5. CONSENT CALENDAR

Marc Zafferano moved to approve the following items: A) Minutes from the September 27, 2018, Claims Committee Meeting. Heather McLaughlin seconded the motion. Motion passed by majority vote by Kathleen Kane, Rebecca Mendenhall, Marc Zafferano, Heather McLaughlin, and Jesse Takahashi. Robert Schultz abstained from voting.

6. CLOSED SESSION

A. The Committee convened to closed session, pursuant to Government Code sections 54956.95(a) and 54956.9(c), at 1:39 p.m. to discuss:

- Graham v. City of Saratoga

B. The Committee reconvened to open session at 2:26 p.m. The following actions were taken under closed session:

No reportable action was taken during closed session.

7. CLOSING COMMENTS

A. Claims Committee

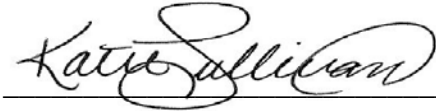
After a brief discussion, the Committee directed staff to provide them with an email notification stating the outcome of settlements, as well as monthly updates during closed sessions regarding active claims.

B. Staff

It was noted the November Claims Committee meeting was scheduled on Thanksgiving. The Committee Chairperson agreed to reschedule the meeting to November 29, 2018.

8. ADJOURNMENT

The Meeting of the PLAN JPA Claims Committee was adjourned at 2:37 p.m.

A handwritten signature in cursive script that reads "Katie Sullivan". The signature is written in black ink and is positioned above a horizontal line.

Katie Sullivan, Assistant Board Secretary