

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

**MINUTES OF THE SPECIAL CLAIMS COMMITTEE  
MEETING OF AUGUST 1, 2019**

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A special meeting of the Claims Committee was held on August 1, 2019, via teleconference.

**MEMBERS PRESENT:** Kathleen Kane, Chair, Burlingame  
Brenda Olwin, East Palo Alto  
John Mullins, Hillsborough  
Robert Schultz, Los Gatos  
Donald Larkin, Morgan Hill  
Rebecca Mendenhall, San Carlos (*non-voting participant*)

**MEMBERS ABSENT:** Marc Zafferano, San Bruno  
Scott Corey, Suisun City

**OTHERS PRESENT:** Will Portello, Litigation Manager  
Katie Sullivan, Assistant Board Secretary  
Susan DeNardo, York Pooling  
Greg Rubens, Board Counsel

**1. CALL TO ORDER**

The special August 1, 2019, Claims Committee meeting was called to order at 1:38 p.m. by Chairperson, Kathleen Kane.

**2. INTRODUCTIONS**

Introductions were made and it was determined there was a quorum present.

**3. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)**

*The agenda was approved as posted.*

**4. PUBLIC COMMENTS**

None.

**5. CONSENT CALENDAR**

*Brenda Olwin moved to approve the following items: A) Minutes from the June 27, 2019, Claims Committee Meeting. John Mullins seconded the motion. A roll call vote was taken and the motion passed unanimously by Kathleen Kane, Brenda Olwin, John Mullins, Robert Schultz, and Donald Larkin.*

**6. CLOSED SESSION**

A. The Committee convened to closed session, pursuant to Government Code section 54956.95(a) at 1:42 p.m. to discuss the following claims:

- Donnelly v. Town of Los Altos Hills

B. Pursuant to Government Code Section 54957.1, the Committee reconvened to open session at 1:58 p.m. The following actions were taken under closed session:

*No reportable action was taken during closed session.*

**7. CLOSING COMMENTS**

- A. Claims Committee
- B. Staff

**8. ADJOURNMENT**

The Special Meeting of the PLAN JPA Claims Committee was adjourned at 1:59 p.m.



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Katie Sullivan, Assistant Board Secretary