



1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833
(800) 541-4591 Fax (916) 244-1199
<https://www.planjpa.org/>

**CLAIMS COMMITTEE MEETING
AGENDA**

**Thursday, February 27, 2020
1:30 p.m.**

Teleconference

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows: Sedgwick, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833; Aaronson, Dickerson, Cohn & Lanzone, 1001 Laurel Street, San Carlos, CA 94070; City of Burlingame, 501 Primrose Road, Burlingame, CA 94010; City of East Palo Alto, 2415 University Avenue, East Palo Alto, CA 94303; City of Los Gatos, 110 East Main Street, Los Gatos, CA 95030; City of Morgan Hill, 17575 Peak Avenue, Morgan Hill, CA 95037; City of San Bruno, 567 El Camino Real, San Bruno, CA 94010; and City of San Carlos, 600 Elm Street, San Carlos, CA 94070.

Each location is accessible to the public, and members of the public may address the Claims Committee from any teleconference location.

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.

Documents and materials relating to an open session agenda item that are provided to the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA) Claims 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.

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| <u>Page</u> | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |

* Reference materials enclosed with staff report.

- Page** **4. PUBLIC COMMENTS** - This time is reserved for members of the public to address the Committee relative to matters of the PLAN JPA 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. CONSENT CALENDAR**
If a Committee member would like to discuss any item listed, it may be pulled from the Consent Calendar.
- 4** *A. Minutes from the February 11, 2020, Special Claims Committee Meeting
Recommendation: Staff recommends the Committee approve the Consent Calendar.
- 6. CLOSED SESSION**
A. Pursuant to Government Code Section 54956.95(a), the Committee will hold a closed session to discuss the following claims:
- Laurence Blickman v. City of Atherton
 - John Henneberry v. City of Newark
- B. Pursuant to Government Code Section 54957.1, the Committee will report in open session any reportable action taken in closed session.
- 7. CLOSING COMMENTS**
This time is reserved for comments by Claims Committee members and/or staff and to identify matters for future Claims Committee business.
- A. Claims Committee
 - B. Staff
- 8. ADJOURNMENT**

NOTICES:

- The next Claims Committee meeting will be held on March 26, 2020, at 1:30 p.m. via teleconference.

* Reference materials enclosed with staff report.

February 27, 2020

Agenda Items 5.A.

CONSENT CALENDAR

SUBJECT: Consent Calendar

BACKGROUND AND HISTORY:

The Consent Calendar consists of items that require approval or acceptance but are self-explanatory and require no discussion. If a Committee member would like to discuss any item listed, it may be pulled from the Consent Calendar.

STAFF RECOMMENDATION:

Staff recommends the Committee approve the Consent Calendar.

REFERENCE MATERIALS ATTACHED:

A. Minutes from the February 11, 2020, Special Claims Committee Meeting

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

**MINUTES OF THE SPECIAL CLAIMS COMMITTEE
MEETING OF FEBRUARY 11, 2020**

A special meeting of the Claims Committee was held on February 11, 2020, via teleconference.

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

MEMBERS ABSENT: Scott Corey, Suisun City
John Mullins, Hillsborough

OTHERS PRESENT: Jon Paulsen, General Manager
Katie Sullivan, Assistant General Manager
Will Portello, Litigation Manager
Greg Rubens, Board Counsel

1. CALL TO ORDER:

The Special Meeting of the PLAN JPA Claims Committee meeting was called to order at 1:07 p.m.

2. INTRODUCTIONS:

A roll call was taken 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 January 23, 2020, Claims Committee Meeting. Kathleen Kane seconded the motion. A roll call vote was taken and the motion passed unanimously by Kathleen Kane, Brenda Olwin, Robert Schultz, Donald Larkin, and Rebecca Mendenhall.

6. CLAIMS MATTERS:

A. Consideration of Addition to PLAN JPA Defense Panel

PLAN JPA maintains a comprehensive list of attorneys to represent the pool during litigation. If an attorney or law firm wishes to be added to the defense panel, or if a member agency desires to utilize an attorney or law firm not already on the panel, the new attorney or law firm must be approved by the Claims Committee prior to beginning service on behalf of a member.

The City of Pacifica has their first AB 218 claim and requested Greg Fox, from the firm Bertrand, Fox, Elliot, Osman & Wenzel, to represent them. Will Portello, PLAN Litigation Manager, informed the Committee this is a special circumstance where there is a need for Mr. Fox to be brought on immediately.

Robert Schultz moved to approve adding Greg Fox, Bertrand, of Fox, Elliot, Osman & Wenzel, to the PLAN JPA Defense Panel. Brenda Olwin seconded the motion. A roll call vote was take and the motion passed unanimously by Kathleen Kane, Brenda Olwin, Robert Schultz, Donald Larkin, and Rebecca Mendenhall.

7. CLOSING COMMENTS:

A. Claims Committee

Kathleen Kane, City of Burlingame, requested staff report back to the Committee with a follow-up regarding this claim.

B. Staff

Katie Sullivan, Assistant General Manager, reminded the Committee the next meeting will be held on February 27, 2020, via teleconference at 1:30 p.m.

8. ADJOURNMENT

The Special Meeting of the PLAN JPA Claims Committee was adjourned at 1:20 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