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**The EXECUTIVE COMMITTEE MEETING
AGENDA**

**Wednesday, August 23, 2023
10:30 a.m.**

Zoom

Please contact Katie Sullivan for videoconference information.

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 Oak Drive, Suite 200, Sacramento, CA 95833; Town of Atherton; 91 Ashfield Road, Atherton, CA 94027; City of Burlingame, 501 Primrose Rd, Burlingame, CA 94010; Town of Colma, 1198 El Camino Real, Colma, CA 94014; City of Half Moon Bay, 501 Main Street, Half Moon Bay, CA 94022; Town of Los Gatos, 110 East Main St., Los Gatos, CA 95030; City of Morgan Hill, 17575 Peak Ave, Morgan Hill, CA 95037; City of Pacifica, 170 Santa Maria Avenue, Pacifica, CA 94044; City of San Carlos, 600 Elm St, San Carlos, CA 94070; and Town of Woodside, 2955 Woodside Road, Woodside, CA 94062.

Each location is accessible to the public, and members of the public may address the Executive 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 katie.sullivan@sedgwick.com (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) Executive 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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- 1. CALL TO ORDER**
 - 2. INTRODUCTIONS**
 - 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED)**

* Reference materials enclosed with staff report.

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- 4. PUBLIC COMMENTS** - The Public may submit any questions in advance of the meeting by contacting Katie Sullivan at: katie.sullivan@sedgwick.com. This time is reserved for members of the public to address the Committee relative to matters of the Executive Committee 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.
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- 5. GENERAL MANAGER’S REPORT**
- A. Report for PLAN JPA’s General Manager
Recommendation: None.
- 6. CLOSED SESSION**
- A. Pursuant to Government Code Section 54956.95(a), the Committee will hold a closed session to discuss the following claims:
- Salah v. City of San Bruno
- 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 Executive Committee members and/or staff and to identify matters for future Executive Committee business.
- A. Executive Committee
B. Staff
- 8. ADJOURNMENT**

August 23, 2023

Agenda Item 5.A

GENERAL MANAGER'S REPORT

SUBJECT: Report from PLAN JPA's General Manager

BACKGROUND AND HISTORY:

Strategic Partnerships

In June of 2023, the Executive Committee provided direction to staff that it desires to explore the Request for Proposal (RFP) process for Third-Party Administration Services. The Board's General Counsel was asked to take on the responsibility of working with an outside consultant.

While the RFP process may provide some new practices and standards of operation, staff has continued to work with the current TPA to deliver services to meet the needs of PLAN's members.

The current TPA has undergone some structural changes to meet PLAN's service needs. Those changes are set to go into effect September 1, 2023. Eric Dahlen, PLAN JPA General Manager, will be present to review these changes with the Executive Committee.

STAFF RECOMMENDATION:

None.

REFERENCE MATERIALS ATTACHED:

None.