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**ANNUAL WORKSHOP
SESSIONS AMENDED AGENDA**

Wednesday, December 4, 2024

Session One: 10:00am

Session Two: 1:00pm

Session Three: 3:00pm

**Toll House Hotel
140 S. Santa Cruz Avenue
Los Gatos, CA 95030**

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 (PLAN) JPA Board of Directors 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.

| <u>Page</u> | | <u>Time</u> |
|-------------|--|-----------------|
| 1. | WELCOME AND INTRODUCTION | 10:00 AM |
| 2. | 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 Board relative to matters of the Board of Directors 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. | |
| 2 | 3. SESSION ONE: DISCUSSION REGARDING THE PLAN JPA GRANT FUND PROGRAM | 10:30 AM |
| 3 | 4. SESSION TWO: CAPTIVE EDUCATION | 1:00 PM |
| 4 | 5. SESSION THREE: PLAN JPA PROGRAMS AND OFFERINGS | 3:00 PM |

NOTICES:

- The next Board of Directors Meeting will be held on December 5, 2024, at 9:30am, at the Toll House Hotel Los Gatos
- The next Board of Directors Meeting will be held on June 26, 2025, via videoconference.
* Reference materials enclosed with staff report.

December 4, 2024

Agenda Item 3.A.

SESSION ONE:
DISCUSSION REGARDING THE PLAN JPA GRANT FUND PROGRAM

BACKGROUND AND HISTORY:

The Risk Management Grant Fund Program (Grant Fund) has served many PLAN JPA members well since its inception. The Grant Fund has been a topic of discussion over the past few years due to the financial liability of unused funds. In June of 2023, the Board of Directors agreed to put a moratorium on the funds temporarily to hopefully encourage member usage. There was a slight increase in usage in the following six months; therefore, the Board of Directors agreed to fund the Grant Fund mid-year. However, usage of the funds has dropped, and the liability remains.

Reducing this liability and making Grant Fund usage more efficient is an important endeavor and staff, along with the Risk Management Committee and Executive Committee, have discussed the following options for the upcoming program year:

Grant Fund Program Option 1: Establishment of a Pooled Grant Fund

Grant Fund Program Option 2: Establish a 2-Year Program Cap

Staff welcomes suggestions and direction from the Board of Directors to ensure PLAN JPA is moving forward in the desire of the pool. Based on feedback from this session, staff will formulate a formal policy and update any necessary documents to be reviewed by the Risk Management and Executive Committees prior to Board approval in June 2025.

REFERENCE MATERIALS ATTACHED:

None

December 4, 2024

Agenda Item 4.A

SESSION TWO:
CAPTIVE EDUCATION

BACKGROUND AND HISTORY:

During the Annual Strategic Planning Workshop, held on November 29, 2023, staff received directions to identify investment alternatives and options for PLAN JPA. As part of strategic growth and for the financial strength of the pool, staff believes it is important for PLAN to analyze the possibility of developing an insurance Captive. A Captive Insurance company could serve as a vehicle for investing a portion of the pool's funds in other types of investment classes (beyond what the group is currently limited to by the California Government Code).

During the April 25, 2024, Executive Committee meeting, the Committee directed staff to bring this topic back to the December 2024 Annual Workshop for further discussion, as well as presentations from PFM Asset Management and Bickmore Actuarial. At the following Board of Directors meeting, the Board will be asked to approve the feasibility study to help determine whether the implementation of a Captive should be pursued.

REFERENCE MATERIALS ATTACHED:

None

December 4, 2024

Agenda Item 5.A.

SESSION THREE:
PLAN JPA PROGRAMS AND OFFERINGS

BACKGROUND AND HISTORY:

Having trusted partners to provide much needed services to the members of PLAN is paramount to not only PLAN's success but also for each of its members. In addition to providing access to services where the scope of work and the fees for those services are pre-negotiated, it is equally important to hear from the service providers regarding their respective findings, the estimated mitigated loss values as well as a forecast of the future. These "Stewardship Reports" will be presented by the following companies:

Precision Concrete – Provides sidewalk asset management, specializing in surveillance of sidewalk infrastructure and repairing of uneven sidewalks. In addition, Precision Concrete Cutting provides each member with detailed GIS mapping of their respective sidewalk infrastructures.

ResoluteGuard – Provides Cyber related risk management assessments. ResoluteGuard maintains an assessment checklist that is developed in conjunction with PLAN's cyber coverage underwriter's requirements. Each participating member is offered a cyber-insurance action plan to help reduce risks to their IT infrastructure.

REFERENCE MATERIALS ATTACHED:

None