



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

BOARD OF DIRECTORS SPECIAL MEETING AGENDA

**Wednesday, November 12, 2025
2:00 p.m.**

**[Zoom](https://zoom.us/j/88426727492?pwd=Qzg4Qzg4Qzg4Qzg4)
Meeting ID: 884 2672 7492
Password: 248826**

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; City of American Canyon, 4381 Broadway St, Ste 201, American Canyon, CA 94503; Town of Atherton, 91 Ashfield Rd, Atherton, CA 94027; City of Benicia, 250 East L St, Benicia, CA 94510; City of Burlingame, 501 Primrose Rd, Burlingame, CA 94010; City of Campbell, 70 North First St, Campbell, CA 95008; Town of Colma, 1198 El Camino Real, Colma, CA 94014; City of Cupertino, 10300 Torre Ave, Cupertino, CA 95014; City of Dublin, 100 Civic Plaza, Dublin, CA 94568; City of East Palo Alto, 2415 University Ave, East Palo Alto, CA 94303; City of Foster City, 610 Foster City Blvd, Foster City, CA 94404; City of Half Moon Bay, 501 Main St, Half Moon Bay, CA 94022; Town of Hillsborough, 1600 Floribunda Ave, Hillsborough, CA 94010; Town of Los Altos Hills, 26379 Fremont Rd, Los Altos Hills, CA 94022; Town of Los Gatos, 110 East Main St, Los Gatos, CA 95030; City of Millbrae, 621 Magnolia Ave, Millbrae, CA 94030; City of Milpitas, 455 East Calaveras Blvd, Milpitas, CA 95035; City of Morgan Hill, 17575 Peak Ave, Morgan Hill, CA 95037; City of Newark, 37101 Newark Blvd, Newark, CA 94560; City of Pacifica, 170 Santa Maria Ave, Pacifica, CA 94044; Town of Portola Valley, 765 Portola Rd, Portola Valley, CA 94028; Town of Ross, 31 Sir Frances Drake Blvd, Ross, CA 94957; City of San Bruno, 567 El Camino Real, San Bruno, CA 94066; City of San Carlos, 600 Elm St, San Carlos, CA 94070; City of Saratoga, 13777 Fruitvale Ave, Saratoga, CA 95070; City of South San Francisco, 400 Grand Ave, South San Francisco, CA 94080; City of Suisun City, 701 Civic Center Blvd, Suisun City, CA 94585; Town of Tiburon, 1505 Tiburon Blvd, Tiburon, CA 94920; and Town of Woodside, 2955 Woodside Rd, Woodside, CA 94062.

Each location is accessible to the public, and members of the public may address the Board of Directors 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 Kassandra Batista at kassandra.batista@sedgwick.com (916) 244-1103. Requests must be made as early as possible, and at

* Reference materials enclosed with staff report.

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) 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.

Page 1. **CALL TO ORDER**

2. **INTRODUCTIONS/ROLL CALL**

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

4. **PUBLIC COMMENTS** - The Public may submit any questions in advance of the meeting by contacting Kassandra Batista at: Kassandra.batista@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.

5. **ADMINISTRATIVE MATTERS**
3 *A. Consideration of Office of Self-Insured Plans (OSIP) Resolution
Recommendation: Staff recommends the Board of Directors approve Resolution 2025-03.

6. **CLOSING COMMENTS**
This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.
A. Board of Directors
B. Staff

7. **ADJOURNMENT**

NOTICES:

➤The Annual Workshop will be held on December 3-4, 2025, at the Lodge at Tiburon, Tiburon, CA.

* Reference materials attached with staff report.

PLAN JPA
BOARD OF DIRECTORS SPECIAL MEETING

November 12, 2025
Agenda Item 5. A.

ADMINISTRATIVE MATTERS

SUBJECT: Consideration of Office of Self-Insurance Plans (OSIP) Resolution

BACKGROUND AND HISTORY:

As part of the Board of Directors' approval of the formation of the workers' compensation program, the pool must also apply for a certificate to self-insure associated liabilities.

The application must be made through the State of California Department of Industrial Relations, Office of Self-Insured Plans (OSIP). The application requires a Board of Directors-approved resolution.

RECOMMENDATION:

Staff recommends the Board of Directors approve Resolution 2025-03.

REFERENCE MATERIALS ATTACHED:

- RESOLUTION No. 2025-03 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE POOLED LIABILITY ASSURANCE NETWORK JOINT POWERS AUTHORITY AUTHORIZING APPLICATION TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA FOR A CERTIFICATE OF CONSENT TO SELF-INSURE WORKERS' COMPENSATION LIABILITIES

Pooled Liability Assurance Network Joint Powers Authority

Resolution No. 2025-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE POOLED LIABILITY ASSURANCE NETWORK JOINT POWERS AUTHORITY AUTORIZING APPLICATION TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA FOR A CERTIFICATE OF CONSENT TO SELF-INSURE WORKERS' COMPENSATION LIABILITIES

WHEREAS, the Pooled Liability Assurance Network Joint Powers Authority (“Authority”) has established a workers’ compensation coverage program to be offered to its members;

WHEREAS, the coverage program is scheduled to begin offering coverage to member employees on January 1, 2026;

WHEREAS, the Authority must apply for a Certificate of Consent to Self-Insure workers’ compensation liabilities through the State of California, Director of Industrial Relations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Authority as follows:

1. That the above-named public agency is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers’ compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.

PASSED AND ADOPTED by the Board of Directors of the Pooled Liability Assurance Network Joint Powers Authority, County of Sacramento, State of California, on October XX, 2025, by the following vote:

| | |
|---------|-------|
| AYES | _____ |
| NOES | _____ |
| ABSENT | _____ |
| ABSTAIN | _____ |

APPROVED:

President

ATTEST:

Secretary