



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, January 21, 2026
3:00 p.m.**

[Zoom](#)

**Meeting ID: 872 8335 8278
Passcode: 736110**

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 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) 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.

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| <u>Page</u> | 1. CALL TO ORDER |
| | 2. INTRODUCTIONS |
| | 3. APPROVAL OF AGENDA AS POSTED (OR AMENDED) |
| | 4. PUBLIC COMMENTS - The Public may submit any questions in advance of the meeting by contacting Cassandra 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. |
| 4 | 5. FINANCIAL MATTERS
A. Creation of Captive Board of Directors
<i>Recommendation: Staff recommends the PLAN Board of Directors to pass a resolution establishing a Captive Board of Directors.</i> |
| 5 | 6. ADMINISTRATIVE MATTERS
*A. Consideration of Resolution Establishing Meeting Dates for PLAN WORKS Committee
<i>Recommendation: Staff recommends the Board of Directors pass a resolution establishing the meeting dates for PLAN WORKS Committee</i> |
| | 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 |

NOTICES:

- The next PLAN JPA Board of Directors Meeting will be held on March 11, 2026, at 10:00am, Dublin, CA.

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- The next PLAN JPA Finance Committee Meeting will be held on March 12, 2026, at 10:00am via Zoom.
- The next PLAN JPA Risk Committee Meeting will be held on April 9, 2026, at 10:00am via Zoom.
- The next PLAN JPA Executive Committee Meeting will be held on April 23, 2026, at 10:00am, via Zoom.

January 21, 2026
Agenda Item 5.A.

FINANCIAL MATTERS

SUBJECT: Creation of Captive Board of Directors

BACKGROUND AND HISTORY:

In June 2025, the Board of Directors approved the formation of a Captive investment vehicle. Since then, several questions regarding the Captive and its compatibility with California public entities were raised and subsequently answered. In its last meeting October 27, 2025, the Executive Committee reaffirmed its position regarding the Captive formation and recommended the Board of Directors do the same. The Board of Directors reaffirmed its position during the December 4, 2025, meeting.

On December 15, 2025, staff met with Bickmore Actuarial, the primary consultant used by PLAN JPA to establish and build its Captive. Mr. Mike Harrington, Bickmore led the discussion with a recommendation that PLAN JPA establish and name members to the Board of Directors for the Captive.

Staff believes that the Captive Board of Directors should be largely made up of finance specialists with the capacity to meet once per year via virtual platform.

RECOMMENDATION:

Staff recommends the PLAN Board of Directors to pass a resolution establishing a Captive Board of Directors.

REFERENCE MATERIALS ATTACHED:

- None.

**January 21, 2026
Agenda Item 6.A.**

ADMINISTRATIVE MATTERS

**SUBJECT: Consideration of Resolution Establishing Meeting Dates for PLAN WORKS
 Committee**

BACKGROUND AND HISTORY:

Consistent with the Bylaws of PLAN JPA, all committees must hold meetings and special meetings as called by the President of the Board or the Committee Chairperson. As such, those dates must be approved by resolution of the Board of Directors or by resolution of the Executive Committee.

The PLAN WORKS committee determined the frequency and the dates to meet between program inception, January 1, 2026, and the end of the current program year, June 30, 2026. Prior to June 30, 2026, a more inclusive resolution identifying meeting dates for all functions of the Board and its various committees will be considered by the full Board of Directors.

RECOMMENDATION:

Staff recommends the Board of Directors pass a resolution establishing the meeting dates for PLAN WORKS Committee.

REFERENCE MATERIALS ATTACHED:

- Resolution 2026-01

**POOLED LIABILITY ASSURANCE NETWORK JOINT
POWERS AUTHORITY**

Resolution No. 2026-01

**ESTABLISHING THE PLAN WORKS COMMITTEE DATES FOR THE 2025/26
FISCAL YEAR**

BE IT RESOLVED THAT:

The following PLAN WORKS meeting dates are hereby established for the 2025/26 fiscal year:

PLAN WORKS Committee Meetings:

- March 23, 2026, 10:00 a.m. – Virtual
- May 21, 2026, 10:00 a.m. – Virtual

PASSED AND ADOPTED by the Board of Directors of the Pooled Liability Assurance Network Joint Powers Authority, County of Sacramento, State of California, on January 21, 2026, by the following vote:

AYES ___
NOES ___
ABSENT ___
ABSTAIN ___

APPROVED:

President

ATTEST:

Secretary