**MINUTES OF THE**

**ACCEL CLAIMS COMMITTEE MEETING**

**WEDNESDAY, JUNE 8, 2016 AT 2:30 PM**

**CITY OF SANTA CRUZ PLANNING DEPT. CONFERENCE ROOM**

**809 Center Street, SANTA CRUZ, CA 95060**

**MEMBERS PRESENT**

Dave Nunley, City of Anaheim

Jena Covey, City of Bakersfield

Beverly Jensen, City of Modesto

Deb Hossli, City of Santa Monica

Charlotte Dunn, City of Visalia

**MEMBERS ABSENT**

None

**GUESTS & CONSULTANTS**

Michael Simmons, Alliant Insurance Services, Inc.

Mark Howard, City of Santa Barbara

 **A. CALL TO ORDER**

Charlotte Dunn called the meeting to order at 2:32 PM.

**B.1. APPROVAL OF MINUTES – April 7, 2016 Claims Committee Meeting**

A motion was made to approve the minutes of the March 14, 2016 Claims Committee Meeting.

**MOTION**: Dave Nunley **SECOND**: Deb Hossli **MOTION CARRIED**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Member** | Charlotte Dunn | Jena Covey | Bev Jensen | Deb Hossli | Dave Nunley |
| **Aye** | X | X | X | X | X |
| **Nay** |  |  |  |  |  |
| **Abstain** |  |  |  |   |  |

**C. CLAIMS COMMITEE**

**C.1. Contract with Risk Management Solutions (RMS) for Claims Administration and Litigation Management**

Michael Simmons summarized his review of the contract language in the current ACCEL contract with Carl Warren, and walked through the proposed changes to the contact to be implemented with RMS. Deb clarified that the Committee previously focused on the scope of work, but did not work on the contract itself. Conor reported that Carl Warren had provided a contract template that may be where the issues stem from.

After some discussion the Committee suggested deleting sections 1 (General), 2 (Investigative Services), 3 (Settlement Authority), 4 (Claims Adjustment Services), 5 (Administrative Services), 6 (Legal Support Services). The Committee further reviewed the proposed contract, making additional edits throughout. The Committee revised the Hold Harmless Agreement and Settlement Authority.

A motion was made to recommend the contract with RMS to the ACCEL Board.

**MOTION**: Dave Nunley **SECOND**: Bev Jensen **MOTION CARRIED**

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| **Member** | Charlotte Dunn | Jena Covey | Bev Jensen | Deb Hossli | Dave Nunley |
| **Aye** | X | X | X | X | X |
| **Nay** |  |  |  |  |  |
| **Abstain** |  |  |  |  X |  |

**D. PUBLIC COMMENTS**

There were no public comments.

**E. ADJOURNMENT**

Charlotte Dunn adjourned the meeting at 3:15 PM.