**MINUTES OF THE**

**ACCEL CLAIMS COMMITTEE MEETING**

**THURSDAY, JUNE 16, 2016 AT 2:30 PM**

**DOUBLETREE ONTARIO**

**222 N. Vineyard Ave, Ontario CA 91764**

**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

**MEMBESR ABSENT:**

None

**GUESTS AND CONSULTANTS:**

Michael Simmons, Alliant

Conor Boughey, Alliant

Ken Maiolini, RMS

**A. CALL TO ORDER**

Charlotte Dunn called the meeting to order at 1:00 PM.

**B. Consent Calendar**

**B1. Approval of Minutes for the June 8, 2016 Board of Directors Meeting**

A motion to approve the consent calendar.

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Dave Nunley | Jena Covey | Beverly Jensen | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X | X |
| Nay |  |  |  |  |  |
| Abstain |  |  |  |  |  |

**C. CLAIMS COMMITTEE**

**C1. Review of Third Party Claims administration Request for Proposal (RFP)**

Conor reported that a draft RFP is included in the agenda packet, and that the proposed timeline would allow for the selection process to take place during the fall, with a final presentation at the October Board Meeting.

The Claims Committee reviewed the draft RFP and made suggested improvements to the Administrators to complete by the next Claims Committee meeting.

A motion was made to approve the changes to the contract, convene the Claims Committee in July to review the RFP and recommend to the Board of Directors that Authority be delegated to the Claims Committee during the selection process.

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Dave Nunley | Jena Covey | Beverly Jensen | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X | X |
| Nay |  |  |  |  |  |
| Abstain |  |  |  |  |  |

**C2. Review of Third Party Claims Administration Contract with RMS**

Conor reported that some minor changes have been made to the contract with RMS since the last Claims Committee meeting. The Liability limit was reduced to $2M and the requirement to maintain closed session minutes was removed from the RMS contract and added to the Alliant contract for Program Administration. Additionally, Conor reported that Tim Farley noticed that the contract allows for RMS to reject the Claims Auditor, and that ACCEL may want to remove this item. The Claims Committee discussed these items further.

A motion was made to approve the changes to the contract and recommend approval by the Board of Directors.

**MOTION:** Jena Covey **SECOND:** Dave Nunley **MOTION CARRIED**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Dave Nunley | Jena Covey | Beverly Jensen | Deb Hossli | Charlotte Dunn |
| Aye | X | X | X | X | X |
| Nay |  |  |  |  |  |
| Abstain |  |  |  |  |  |

**H. PUBLIC COMMENTS**

No Public Comments were made.

**ADJOUNRMENT**

Charlotte Dunn adjourned the meeting at 2:00 PM.