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MINTUES OF THE JULY 23, 2025 CLAIMS COMMITTEE MEETING

A meeting of the Claims Committee was held via teleconference on July 23, 2025.

VOTING MEMBERS PRESENT:

Bell	Rickey Manbahal
Huntington Park	Eduardo Sarmiento
Lynwood	Patrick Matson
South Gate	Thurman Green

MEMBERS ABSENT:

El Monte
San Fernando

OTHERS PRESENT:

AdminSure	Kristen Vanscourt
Johnson Schachter & Lewis	Kellie Murphy
Mainstream Unlimited	Bob May
One Source	Raleigh Saddler
	Tyler Conlin
Santa Ana (Guest)	Luisa Najera
Sedgwick	Eric Dahlen
	Marina Acosta
	Ramon Hernandez

1. CALL TO ORDER

Committee Vice Chair Patrick Matson called the meeting to order at 10:02 a.m.

2. ESTABLISHMENT OF QUORUM/INTRODUCTIONS

Roll call was taken, and a quorum was established.

3. PUBLIC COMMENTS

None.

4. APPROVAL OF AGENDA AS POSTED OR AMENDED

Motion by Eduardo Sarmiento (Huntington Park), seconded by Rickey Manbahal (Bell), to approve the agenda as posted. Motion passed unanimously via roll call vote.

5. CONSENT CALENDAR

Motion by Rickey Manbahal (Bell), seconded by Eduardo Sarmiento (Huntington Park), to approve items:

A) Minutes of the April 16, 2025, Claims Committee Meeting
B) Claims Committee Attendance Record for Fiscal Year 2024-25

Motion passed unanimously via roll call vote.

6. OPEN SESSION

A. Claims Committee Composition

Eric Dahlen, Executive Director, provided an informational update regarding the composition of the Claims Committee. He confirmed that the current structure complies with the bylaws, requiring three to five members, and represents a balanced mix of disciplines, including Risk Management, Human Resources, Finance, and City Attorneys. He also noted that two members' terms are set to expire in 2028, while the remaining members terms are expiring in 2026, ensuring continuity through staggered term expirations.

B. Liability Defense Panel – Request to Add Attorney

Tyler Conlin, Assistant Liability Program Manager, presented a nomination from the City of Downey to add a defense attorney to the defense panel. He noted that all required documentation had been submitted, and that the nominee has a strong performance record.

Executive Director, Eric Dahlen, expressed concern regarding the panel's size - approximately 120 attorneys - and the operational challenges it poses. He noted that comparable pools operate effectively with smaller panels and recommended exploring strategies to manage future growth.

In response to a question about periodic panel reviews, Mr. Conlin explained that while no formal annual review is conducted, a 2024 update to the Litigation Management Policies and Procedures led to approximately 20 attorneys either not responding or expressing concerns about rate agreements. A committee member suggested reviewing the panel to identify inactive or unresponsive attorneys. Mr. Dahlen agreed, noting that some attorneys remain on the panel despite not receiving assignments for extended periods.

Committee members expressed support for a staff-led analysis comparing ICRMA's panel size with peer pools and developing recommendations to streamline participation. As the item was not agendized, formal direction was deferred to closing comments.

Motion by Eduardo Sarmiento (Huntington Park), seconded by Thurman Green (South Gate), to review and recommend approval to the Board of Directors the addition of Aamir Raza to the Liability Defense Panel. Motion passed unanimously via roll call vote.

7. CLOSED SESSION

All guests and vendor partners not involved in claim matters exited the meeting prior to the start of closed session. The Committee entered closed session at 10:21 a.m.

A. Discussion of Open Claims and Conference with Legal Counsel pursuant to Government Code Sections 54956.95:

- Rojo v. City of Santa Ana (WC)

8. REPORT FROM CLOSED SESSION

The Committee reconvened to open session at 10:44 a.m.

Board and Coverage Counsel, Kellie Murphy, stated that no reportable action was taken.

9. CLOSING COMMENTS

Committee members reached consensus on the need to evaluate the size and composition of the Liability Defense Panel. Staff was encouraged to return at a future meeting with an analysis comparing ICRMA's panel size to that of peer pools, along with recommendations for managing panel growth, including potential criteria for capping the panel size, and removing inactive or unresponsive attorneys. Formal direction will be provided once the item is properly agendized.

10. ADJOURNMENT

The Chair adjourned the meeting at 10:52 a.m.