



**MINUTES OF THE  
CLAIMS COMMITTEE MEETING  
January 10, 2018  
9:30 A.M.**

A meeting of the Claims Committee was held on January 10, 2018, at City of Downey.

<b>Name</b>	<b>Member</b>	<b>Present</b>	<b>Absent</b>
Vicki Cross	Glendora	x	
Yvette Garcia	Downey	x	
Sergio Ibarra	Bell	x	
Alison Stevens	Hawthorne	x	
Sara Nazir	Inglewood		x

**Others in Attendance:**

RPA	Beth Lyons
Johnson Schachter & Lewis	Luther Lewis
Carl Warren & Company	John Beringer Tom Boylan Rose Nuno
AdminSure	Mike Reed Joel Meza
Glendora	Christi Giannone

**1. CALL TO ORDER**

Chair Vicki Cross, Glendora called the meeting to order at 9:38 a.m.

**2. ESTABLISHMENT OF QUORUM/INTRODUCTIONS**

Introductions took place and it was determined a quorum was present.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. APPROVAL OF AGENDA AS POSTED OR AMENDED**

*Motion was made by Yvette Garcia, Downey, seconded by Sergio Ibarra, Bell, to approve the agenda as presented. The motion carried unanimously.*

**5. CONSENT CALENDAR**

*A motion was made by Sergio Ibarra, Bell, seconded by Yvette Garcia, Downey, to approve the minutes of November 8, 2017, with two changes noted (meeting adjourned at 11:04 a.m., corrected spelling of Rose Nuno's last name) and direct staff to finalize. The motion carried unanimously.*

*A motion was made by Yvette Garcia, Downey, and seconded by Sergio Ibarra, Bell, to review and file the 2017-18 claim committee attendance record and liability claim audit update report. The motion carried unanimously.*

**6. OPEN SESSION**

Review the Combined Liability and Workers' Compensation Litigation Management Policies and Procedures Document

At the November 8, 2017 meeting, the committee reviewed the combined document and suggested revisions. The Committee also asked staff to: 1) create separate appendices for the Liability and Workers' Compensation forms; 2) Revise the language on item 9C to reflect flexibility for ICRMA to review defense panel counsel upon a schedule as determined by the claims committee; 3) Research the ability for workers' compensation attorneys to purchase increased limited (\$1 million to \$2 million) of liability coverage; 4) Require attorneys to regularly affirm compliance with the LMPP. The redline version, with changes noted as well as other changes previously discussed in November, was presented to the committee.

*A motion was made by Yvette Garcia, Downey, seconded by Alison Stevens, Hawthorne, to recommend the Board approve the changes noted to the Liability and Workers' Compensation Litigation Management Policies and Procedures Document with an effective date of July 1, 2018. The motion carried unanimously.*

**7. CLOSED SESSION**

The Committee convened in closed session at 9:47 a.m.

**8. REPORT FROM CLOSED SESSION**

The Committee convened in open session at 12:30 p.m. Lewis reported the following: The Claims Committee granted settlement authority in the Rose Osicka v. Huntington Park and Abigail Topar vs. Hawthorne claims. Direction was given regarding the liability program manager (Program, Claims, & Litigation Management Services Contractor).

**9. CLOSING COMMENTS**

There were no closing comments

**10. ADJOURNMENT**

The meeting was adjourned by general consensus at 12:31 p.m.