



California Sanitation Risk Management Authority
c/o ALLIANT INSURANCE SERVICES, INC.
560 Mission Street, 6th Floor, San Francisco, CA 94105

Insurance License No.: 0C36861
Tel: 415.403.1400

OFFICERS:

Sandeep Karkal, President
415.892.1694
Vince De Lange, Vice President
925.756.1920

RECENT PAST PRESIDENTS:

Craig Murray
2020-2024
Greg Baatrup
2018-2020

EXECUTIVE BOARD MEETING AGENDA

Meeting Via Teleconference at the Following Location(s):

500 Davidson Street, Novato, CA 94945
1301 Andersen Dr, San Rafael, CA 94901
21040 Marshall Street, Castro Valley, CA 94546
2695 Manchester Avenue, Cardiff by the Sea, CA 92007
2500 Pittsburg-Antioch Hwy, Antioch, CA 94509
300 Smith Ranch Road, San Rafael, CA 94902
2655 Grant Avenue, San Lorenzo 94580

204 Universe Avenue, Bakersfield, CA 93308
450 Walnut Meadows Drive, Oakley, CA 94561
170 Dogwood Lane, Vallejo, CA 94591
3480 Buskirk Avenue, Suite 200, Pleasant Hill, CA 94523
17862 E. 17th Street, Suite 111, Tustin, CA 92780
2552 Stanwell Drive, Concord, CA 94520

Date/Time: Monday, December 8, 2025
10:00 AM

LOCATION: Alliant Offices
560 Mission Street, 6th Floor
San Francisco, CA 94105

Phone One-Tap: +16694449171,,98997350790#,,,,*920800#

Meeting URL: <https://alliantinsurance.zoom.us/j/98997350790?pwd=3ULxaT4HkW7kbGTtghr3NAGDWaTONz.1>

A. CALL TO ORDER		A = Action	
		I = Information	
B. PUBLIC & BOARD MEMBER COMMENTS		V = Verbal	
		S = Separate	
C. CONSENT CALENDAR		H = Handout	
1.	Meeting Minutes - October 6, 2025 <i>Recommendation: Approve minutes from the last meeting.</i>	A	p. 8
2.	Demands as of: September 15, October 1 & 15 and November 1 & 15, 2025 <i>Recommendation: Approve demands issued for payment.</i>	A	p. 16
3.	CSRMA Investment Performance Review <i>Recommendation: Receive an update on CSRMA's Investment Portfolio from PFM.</i>	I/S	p. 21
4.	Pooled Liability Program Actuarial Study <i>Recommendation: Receive the actuarial study results as presented by Aon.</i>	I/S	p. 22
5.	Long Range Action Plan 2025/26 Update <i>Recommendation: Receive an update on the Long Range Action Plan.</i>	A	p. 23
6.	Captive Insurance Company Update <i>Recommendation: Receive an update on the CWIC Captive.</i>	I	p. 35
D. CLOSED SESSION TO DISCUSS PENDING CLAIMS Action may be taken per Government Code Section 54956.95. See Reverse for Full Listing of Claims to be Discussed		A	
E. GENERAL ADMINISTRATION			
1.	Reporting and Ratification of Claims Settlements <i>Recommendation: Receive report and ratify claims settlements approved in closed session.</i>	A/V	
2.	Trustees E & O Renewal <i>Recommendation: Review and approve the upcoming renewal costs.</i>	A	p. 38
3.	2024-25 Fiscal Year Audit <i>Recommendation: Review and approve the 2024-25 Fiscal Year Audit.</i>	A/S	p. 39
F. OFFICER/PROGRAM DIRECTOR/COMMITTEE REPORTS			
1.	LRP Discussion Topics & Hotel <i>Recommendation: Review discussion topics and hotels for the 2025 LRP Session.</i>	A/H	p. 74
2.	2026 Proposed Meeting Calendar <i>Recommendation: Review and approve the proposed 2026 Meeting Calendar.</i>	A	p. 76

G.	POOLED LIABILITY PROGRAM		
1.	Retrospective Rating Calculation at 6/30/25 <i>Recommendation: Review and approve the retrospective rating calculation.</i>	A	p. 78
2.	Program Year 40 (2025/26) Renewal <i>Recommendation: Review and approve the upcoming renewal costs.</i>	A	p. 81
3.	Dividend Calculation as of 6/30/25 <i>Recommendation: Discuss the dividend calculation.</i>	I	p. 86
4.	Claims Audit <i>Recommendation: Receive a report on the most recent claims audit.</i>	I	p. 89
H.	PROPERTY PROGRAM		
	None.		
I.	WORKERS' COMPENSATION PROGRAM		
1.	Workers' Compensation Excellence Award <i>Recommendation: Review and approve the Workers Compensation Excellence Award results.</i>	A	p. 102
J.	PRIMARY INSURANCE PROGRAM		
1.	Program Renewal <i>Recommendation: Review and approve the upcoming renewal costs.</i>	A	p. 111
K.	LOSS CONTROL		
	None.		
L.	INFORMATION ITEMS		
1.	Poem of the Day	I	p. 112
2.	Article - Incident Response Planning [In Depth] - KYND	I	p. 114
3.	Article - 7 Practical Workplace Safety Strategies to Prevent Slips Trips and Falls - carrierchronicles.com	I	p. 119
4.	Article - Preparing Your Workplace for an ICE Visit What You Need to Know - carrierchronicles.com	I	p. 123
5.	CSRMA 2025 Meeting Calendar	I	p. 127
6.	CSRMA Organizational Chart	I	p. 128
7.	CSRMA Service Team <i>Recommendation: Review the presented Information Items.</i>	I	p. 129
M.	ADJOURNMENT		
	<i>The next meeting will be held on January 13, 2026 at 4:00 PM in conjunction with the CASA Conference</i>		

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location requires routine provision of identification to building security. However, CSRMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

Report Criteria: Feature Status <> C And Tier 1 = CAL SANITATION RMA And As-Of Transaction Begin Date = And As-Of Transaction End Date = And Loss Run? = Yes | Row Count: 75 | Report Run: 12/1/2025 04:32 AM

Member District	Claim Number	Claimant Name	Coverage	Claimant Number	Date Of Loss	Claim Date Reported
CENTRAL MARIN SANITATION AGENCY	3109827	LaMunyon, Toby	PROPERTY DAMAGE	1	05/21/2025	05/21/2025
ENCINA WASTEWATER AUTHORITY	3035218		EMPLOYMENT PRACTICES	1	11/08/2021	07/29/2022
ENCINA WASTEWATER AUTHORITY	3074475	Salinas, Dario	BODILY INJURY	1	07/01/2024	08/12/2024
FAIRFIELD/SUISUN SEWER DISTRICT	3109769	Frank-Lin Distillers, Ltd	PROPERTY DAMAGE	1	09/01/2022	05/19/2025
FAIRFIELD/SUISUN SEWER DISTRICT	3115501	Fox, Josh	INCIDENT	1	08/13/2025	08/20/2025
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	3108148	Ayou, Camille	BODILY INJURY	1	08/10/2024	03/27/2025
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	3110068	Silverman, Jaime	PROPERTY DAMAGE	1	03/13/2025	06/02/2025
MID-COASTSIDE	3042504	Sorfleet, Bill	PROPERTY DAMAGE	1	01/02/2023	01/17/2023
MID-COASTSIDE	3042504	Love, Bobbie Sue	PROPERTY DAMAGE	2	01/02/2023	01/17/2023
MID-COASTSIDE	3042504	Reiken, Chris & Beth	PROPERTY DAMAGE	3	01/02/2023	01/17/2023
MID-COASTSIDE	3061621	Kitz , Madison	SUBROGATION	2	09/01/2023	09/06/2023
MONTARA	3028986	Blum, Gonul & Mitch	PROPERTY DAMAGE	1	12/24/2021	01/11/2022
MONTARA	3028986	Kaplan/Pettigrew-Kap, Jerry/Michelle	PROPERTY DAMAGE	2	12/24/2021	01/11/2022
MONTARA	3109904	Kim, Nayoung Susie.	PROPERTY DAMAGE	1	03/13/2025	05/27/2025
MONTARA	3109904	Boston, Andrew	PROPERTY DAMAGE	2	03/13/2025	05/27/2025
MONTARA	3109904	Witt Family Trust, Lawrence & Lana	PROPERTY DAMAGE	3	03/13/2025	05/27/2025
MONTARA	3109904	Noel, Nancy & Matthew	PROPERTY DAMAGE	4	03/13/2025	05/27/2025
MONTARA	3109904	Kennedy, Thomas & Jennif	PROPERTY DAMAGE	5	03/13/2025	05/27/2025
MONTARA	3109904	Vaccari, Sergio	PROPERTY DAMAGE	6	03/13/2025	05/27/2025
MONTARA	3109904	Dobie, Christine	PROPERTY DAMAGE	7	03/13/2025	05/27/2025
MONTARA	3109904	Bierdeman, Edgar	PROPERTY DAMAGE	8	03/13/2025	05/27/2025
MONTARA	3109904	Ravella, Sarah	PROPERTY DAMAGE	9	03/13/2025	05/27/2025
MONTARA	3109904	Peterson, Carl & Mary	PROPERTY DAMAGE	10	03/13/2025	05/27/2025
MONTARA	3115225	Moss, Alan	PROPERTY DAMAGE	1	02/15/2025	08/13/2025
MONTARA	3115225	Guion, Carol	PROPERTY DAMAGE	2	02/15/2025	08/13/2025
MONTARA	3115621	Kresge, John	PROPERTY DAMAGE	1	03/27/2025	08/26/2025
MONTECITO SANITARY DISTRICT	3117982	Mayer, Laura	PROPERTY DAMAGE	1	10/15/2025	11/17/2025
MT. VIEW SANITARY DISTRICT	3078748	Dambrusio, Vanessa	PROPERTY DAMAGE	1	01/17/2025	01/17/2025
NEVADA COUNTY WASTEWATER	3062589		EMPLOYMENT PRACTICES	1	11/16/2022	10/11/2023
NOVATO SANITARY DISTRICT	3110088	Liddle, Ed	PROPERTY DAMAGE	1	02/27/2025	06/03/2025
ORO LOMA SANITARY DISTRICT	3049970	Cooper, Melody	BODILY INJURY	1	02/21/2019	08/11/2023
ORO LOMA SANITARY DISTRICT	3065955	Daniels, Deidra	BODILY INJURY	1	11/16/2023	02/20/2024
ORO LOMA SANITARY DISTRICT	3065955	Progressive West Insurance ASO, Deidre Daniels	PROPERTY DAMAGE	2	11/16/2023	02/20/2024
ORO LOMA SANITARY DISTRICT	3117168	Velazquez, Roberto Aguilera.	BODILY INJURY	1	05/02/2025	10/21/2025
ORO LOMA SANITARY DISTRICT	3117226	Cuello, Victoria	BODILY INJURY	1	04/09/2025	10/22/2025
ROSS VALLEY SANITARY DISTRICT	3107809		EMPLOYMENT PRACTICES	1	02/14/2025	03/14/2025
ROSS VALLEY SANITARY DISTRICT	3114701	Murphy, Patrick	PROPERTY DAMAGE	1	07/17/2025	07/23/2025
SANTA MARGARITA WATER DISTRICT	3032924		EMPLOYMENT PRACTICES	1	11/10/2021	05/12/2022
SANTA MARGARITA WATER DISTRICT	3041926	Mobasherifar, Najmeh	BODILY INJURY	1	12/13/2022	01/12/2023
SANTA MARGARITA WATER DISTRICT	3068531	Progressive Ins a/s/o, Gruszczynski	PROPERTY DAMAGE	1	03/13/2024	04/05/2024
SANTA MARGARITA WATER DISTRICT	3068531	Gruszczynski, Andrew	BODILY INJURY	2	03/13/2024	04/05/2024
SANTA MARGARITA WATER DISTRICT	3068531	Gruszczynski, Justin	BODILY INJURY	3	03/13/2024	04/05/2024
SANTA MARGARITA WATER DISTRICT	3069123	GUYOT, CAESAR & IRENE	PROPERTY DAMAGE	1	04/20/2022	04/24/2024
SANTA MARGARITA WATER DISTRICT	3075790	Sweeney, Kevin	PROPERTY DAMAGE	1	09/28/2024	09/30/2024
SANTA MARGARITA WATER DISTRICT	3078391		EMPLOYMENT PRACTICES	1	10/15/2024	01/07/2025
SANTA MARGARITA WATER DISTRICT	3116241	Green, Kara	BODILY INJURY	1	07/12/2025	09/18/2025
SANTA MARGARITA WATER DISTRICT	3117689	Graham, Derek	PROPERTY DAMAGE	1	10/01/2025	11/06/2025
SELMA-KINGSBURG-FOWLER COUNTY SANITARY D	3077808	Lake, Joslin	BODILY INJURY	1	11/17/2022	12/11/2024
SILICON VALLEY CLEAN WATER	3107114		EMPLOYMENT PRACTICES	1	09/20/2023	02/19/2025
STEGE SANITARY DISTRICT	3066967	Wolter, Jonathon and Lynn	PROPERTY DAMAGE	1	09/08/2024	09/08/2024
STEGE SANITARY DISTRICT	3111704	Richardson, Kary	INCIDENT	2	07/02/2025	07/21/2025
STEGE SANITARY DISTRICT	3116602	Good, Lani	INCIDENT	1	09/27/2025	10/01/2025
TAHOE-TRUCKEE SANITATION AGENCY	3078127		EMPLOYMENT PRACTICES	1	06/27/2024	12/23/2024
TAHOE-TRUCKEE SANITATION AGENCY	3116541		EMPLOYMENT PRACTICES	1	03/31/2024	09/30/2025
UNION SANITARY DISTRICT	3117092	Cuello, Victoria	BODILY INJURY	1	04/09/2025	10/17/2025
VALLEJO FLOOD AND WASTE WATER DISTRICT	3045772	Cabrera, Trever-James F.	BODILY INJURY	1	08/03/2022	04/14/2023
VALLEJO FLOOD AND WASTE WATER DISTRICT	3073566	Vincenty, Clifford	BODILY INJURY	1	03/27/2023	07/09/2024
VALLEJO FLOOD AND WASTE WATER DISTRICT	3114931	Cullen, Denise & Dennis	PROPERTY DAMAGE	1	02/14/2018	08/01/2025
VALLEJO FLOOD AND WASTE WATER DISTRICT	3115186	Tigerino Miranda, David	PROPERTY DAMAGE	1	08/12/2024	08/12/2025
VALLEJO FLOOD AND WASTE WATER DISTRICT	3115335	Tigerino Miranda, David	PROPERTY DAMAGE	1	07/21/2025	08/15/2025
VALLEJO FLOOD AND WASTE WATER DISTRICT	3117693	Beale, Lisa	BODILY INJURY	1	07/02/2025	11/06/2025
VICTOR VALLEY WASTEWATER RECLAMATION AUT	1980783		EMPLOYMENT PRACTICES	1	05/21/2018	05/21/2018
VICTOR VALLEY WASTEWATER RECLAMATION AUT	2005386		EMPLOYMENT PRACTICES	1	01/01/2014	12/17/2019
VICTOR VALLEY WASTEWATER RECLAMATION AUT	3118113	Schweitzer, Eric	INCIDENT	1	10/31/2025	11/19/2025
WEST BAY SANITARY DISTRICT	3106422	Lim, Kyna	PROPERTY DAMAGE	1	07/23/2024	01/29/2025
WEST BAY SANITARY DISTRICT	3117493	Young, Ondine	PROPERTY DAMAGE	1	10/28/2025	10/28/2025
WEST BAY SANITARY DISTRICT	3118187	Unknown, Unknown	PROPERTY DAMAGE	1	11/03/2025	11/20/2025
WEST COUNTY WASTEWATER DISTRICT	3039920		EMPLOYMENT PRACTICES	1	11/09/2022	11/09/2022
WEST COUNTY WASTEWATER DISTRICT	3045201	Williams, Maurice & Mohania	PROPERTY DAMAGE	1	03/28/2023	03/30/2023



CSRMA - Claim Register

Report Criteria: Feature Status <> C And Tier 1 = CAL SANITATION RMA And As-Of Transaction Begin Date = And As-Of Transaction End Date = And Loss Run? = Yes | Row Count: 75 | Report Run: 12/1/2025 04:32 AM

Member District	Claim Number	Claimant Name	Coverage	Claimant Number	Date Of Loss	Claim Date Reported
WEST COUNTY WASTEWATER DISTRICT	3045201	McKneely , Wilford & Gwendolyn	PROPERTY DAMAGE	2	03/28/2023	03/30/2023
WEST COUNTY WASTEWATER DISTRICT	3077882	Shapiro, Matt	PROPERTY DAMAGE	1	12/15/2024	12/16/2024
WEST COUNTY WASTEWATER DISTRICT	3114909	Kinney, Rich	PROPERTY DAMAGE	1	07/29/2025	08/01/2025
WEST COUNTY WASTEWATER DISTRICT	3115615		EMPLOYMENT PRACTICES	1	04/03/2025	08/26/2025
WEST COUNTY WASTEWATER DISTRICT	3116713	Unknown	PROPERTY DAMAGE	1	10/03/2025	10/03/2025
WEST VALLEY SANITATION DISTRICT	3107412	Augar, Robert	PROPERTY DAMAGE	1	09/01/2024	02/28/2025

CSRMA WORKERS' COMPENSATION PROGRAM
CLAIMS INCURRED AS OF 11.30.25

INDEMNITY	Claimant Name	Account Name	Loss Date
	Acosta, Gilbert	Lake Arrowhead Community Services District	05/12/2022
	Alejos, Sylvia	Silicon Valley Clean Water	08/17/2021
	Alexander, Jeffrey	Delta Diablo	02/05/2025
	Baggerly, Russ	Ojai Valley Sanitary District	12/17/2018
	Bailey, David	Dublin San Ramon Services District	08/25/2023
	Baxter, Kenneth	Dublin San Ramon Services District	03/01/2021
	Carrera, Benjamin	Victor Valley Wastewater Reclamation Authority	11/04/2019
	Chavarela, Jesse	Santa Margarita Water District	02/21/2023
	Derrick, DeWayne	Central Contra Costa Sanitary District	06/01/2021
	Egan, Mark	Napa Sanitation District	04/10/2021
	Espinoza, Gilbert	Castro Valley Sanitary District	04/15/2025
	Ford, Thomas	Central Contra Costa Sanitary District	08/13/2019
	Fontaine, Tyrell	Dublin San Ramon Services District	08/29/2024
	Gaetano, Anthony	Santa Margarita Water District	02/12/2020
	Gallaher, Raymond	Ventura Regional Sanitation District	02/24/2019
	Gamble Holley, Robin	Napa Sanitation District	12/30/2021
	Gamble Holley, Robin	Napa Sanitation District	10/14/2021
	Gray, Mark	South Tahoe Public Utility District	02/06/2015
	Griewe, Adam	Santa Margarita Water District	10/05/2020
	Herrera, Jason	Silicon Valley Clean Water	04/21/2021
	Hill, Nathan	Central Contra Costa Sanitary District	11/06/2024
	Hughes, Tim	Union Sanitary District	02/03/2024
	Hughes, Timothy	Union Sanitary District	09/10/2024
	Hunsaker, James	Victor Valley Wastewater Reclamation Authority	07/13/2022
	Kupel, Nora	West Valley Sanitation District	10/21/2013
	Laucirica, Leon	Ironhouse Sanitary District	03/03/2021
	Loaiza, Stephen	Santa Margarita Water District	07/07/2020
	Lucia, Jesse	Central Contra Costa Sanitary District	01/18/2024
	Lucia, Jesse	Central Contra Costa Sanitary District	06/30/2025
	Luis, Paul	West Valley Sanitation District	05/16/2025
	Mayor, Joseph	Ross Valley Sanitary District	12/08/2013
	McDuffie, Jacqueline	Delta Diablo	07/22/2022
	Medina, Estevan	Monterey Water One	03/24/2025
	Miller, Tricia	Selma Kingsbury Fowler County Sanitation District	09/23/2025
	Morales, Hugo	Monterey Water One	11/16/2022
	Mosing, James	Fairfield/Suisun Sewer District	07/20/2021
	Pearson, Derrick	Dublin San Ramon Services District	05/16/2022
	Petersen, Blake	Central Marin Sanitation Agency	08/30/2023
	Pimm, Michael	Central Marin Sanitation Agency	03/16/2022
	Proschold, Darrell	Ross Valley Sanitary District	12/10/2024
	Sandoval, Ruperto	West Bay Sanitary District	12/02/2024

CSRMA WORKERS' COMPENSATION PROGRAM
CLAIMS INCURRED AS OF 11.30.25

	Claimant Name	Account Name	Loss Date
INDEMNITY (CONTINUED)			
	Smith, Michael	Tahoe Truckee Sanitation Agency	09/08/2022
	Valdez, Ivan	Santa Margarita Water District	02/06/2023
	Valikonis, John	Carpinteria Sanitary District	08/30/2024
	Villafana, Miguel	Montecito Sanitary District	12/27/2024
	Wilson, Emily	Victor Valley Wastewater Reclamation Authority	08/13/2020
	Woolwine, Dwight	Ojai Valley Sanitary District	12/06/2024
	Wright, Robert	Delta Diablo	09/01/2018
FUTURE MEDICAL			
	Alsbury, Jay	South Tahoe Public Utility District	04/23/1999
	Alsbury, Jay	South Tahoe Public Utility District	05/05/2008
	Anderson, Frederick	Silicon Valley Clean Water	11/21/2021
	Armstrong, Albert	West Valley Sanitation District	11/10/1998
	Ayers, James	Vallejo Flood and Wastewater District	09/11/2002
	Baker, Jacob	Lake Arrowhead Community Services District	01/06/2005
	Bally, Robert	Central Marin Sanitation Agency	08/20/2020
	Benitez, Victor	Ironhouse Sanitary District	03/31/2016
	Bish, Mark	West County Wastewater District	05/12/2015
	Book, Kevin	Vallejo Flood and Wastewater District	06/12/2023
	Brough, Robert	Dublin San Ramon Services District	07/28/2016
	Comito, Anthony	Montecito Sanitary District	11/16/1995
	Dimalanta, Cornelia	Fairfield/Suisun Sewer District	07/25/2023
	Dincau, Dustin	Ventura Regional Sanitation District	01/10/2018
	Dugan, Jodey	Santa Margarita Water District	03/28/2007
	Eastland, Jerry	Delta Diablo	05/15/2015
	Fiore, Alan	Central Marin Sanitation Agency	05/24/2016
	Flanders, Dolores	Central Contra Costa Sanitary District	04/16/2009
	Ford Sr, Thomas	Central Contra Costa Sanitary District	06/22/2009
	Ford Sr, Thomas	Central Contra Costa Sanitary District	03/27/2019
	Freitas, Ronald	Dublin San Ramon Services District	11/09/2015
	Godinez, Ignacio	Ventura Regional Sanitation District	09/06/2010
	Golshani, Sahar	Las Gallinas Valley Sanitation District	10/30/2023
	Gonzales, Frank	Carpinteria Sanitary District	06/19/2001
	Grabowski, Mathew	Union Sanitary District	11/09/2015
	Gregory, Leonard	Union Sanitary District	09/10/1993
	Hernandez, Ralph	Delta Diablo	04/17/1997
	Horton, Cristina	Dublin San Ramon Services District	11/11/2019
	Inman, Erin	Ventura Regional Sanitation District	05/06/2014
	James, Gregory	South Tahoe Public Utility District	08/18/2015
	Jannings, Andrew	Vallejo Flood and Wastewater District	10/27/2010
	Jones, Lorine	Silicon Valley Clean Water	10/05/2005
	Kaur, Akusha	Selma Kingsbury Fowler County Sanitation District	07/09/2024
	Keeton, Bonnie	Central Contra Costa Sanitary District	05/17/2014

CSRMA WORKERS' COMPENSATION PROGRAM
CLAIMS INCURRED AS OF 11.30.25

Claimant Name	Account Name	Loss Date
FUTURE MEDICAL (CONTINUED)		
Kurz, Charles	Dublin San Ramon Services District	01/17/2001
Lawhon, Lance	Carpinteria Sanitary District	09/09/2022
Lofgren, Russell	Delta Diablo	11/25/1997
Lucia, Jesse	Central Contra Costa Sanitary District	06/10/2020
Lynskey, Andrew	Vallejo Flood and Wastewater District	11/30/2016
Marin, James	Union Sanitary District	11/01/1990
Martinez, David	Central Contra Costa Sanitary District	10/10/2015
Moore, James	Ironhouse Sanitary District	11/25/2015
Moore, Paul	Vallejo Flood and Wastewater District	04/23/2007
Myers, Charles	West County Wastewater District	06/14/2016
Plascencia, Jose	Central Contra Costa Sanitary District	04/19/2022
Potter, Timothy	Central Contra Costa Sanitary District	02/27/2007
Potter, Timothy	Central Contra Costa Sanitary District	04/11/2018
Prentice, Robert	Santa Margarita Water District	10/14/2022
Prieto, Tony	South Tahoe Public Utility District	10/12/2004
Raphael, Zandra	Delta Diablo	02/11/2010
Rojo, Jamie	Union Sanitary District	09/24/2020
Rubio, Francis	Fairfield/Suisun Sewer District	10/10/2023
Schmidt, Christian	Carmel Area Wastewater District	04/15/2020
Sharp, Noah	Ojai Valley Sanitary District	08/27/2024
Smith, David	Ironhouse Sanitary District	04/09/2012
Solari, Tom	Union Sanitary District	08/24/2020
Strickland, David	South Tahoe Public Utility District	08/25/1998
Tarnowski, Allen	Union Sanitary District	11/07/2016
Tarnowski, Allen	Union Sanitary District	10/03/2018
Tyler, Alan	Santa Margarita Water District	04/24/2019
Van Horn, James	Carmel Area Wastewater District	08/04/2011
Vasut, Victor	Union Sanitary District	11/26/2011
Whitman, Joshua	Central Contra Costa Sanitary District	07/19/2017
Wilkinson, Edward	South Tahoe Public Utility District	01/24/2014
Wright, Robert	Delta Diablo	04/09/2013

**CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
EXECUTIVE BOARD MEETING
SAN FRANCISCO, CA
OCTOBER 6, 2025**

MEMBERS & OFFICERS PRESENT

Mr. Sandeep Karkal, President, Novato Sanitary District
Mr. Vince De Lange, Vice President, Delta Diablo
Mr. Jason Dow, Treasurer-Auditor, Central Marin Sanitation Agency
Mr. Curtis Paxton, Las Gallinas Valley Sanitary District
Mr. Patrick Ostly, North of River Sanitary District
Mr. Jimmy Dang, Oro Loma Sanitary District

MEMBERS & OFFICERS ABSENT

Mr. Roland Williams, Secretary, Castro Valley Sanitary District
Mr. Michael Thornton, San Elijo JPA
Mr. Tyson Zimmerman, Ironhouse Sanitary District

GUESTS & CONSULTANTS

Mr. Dennis Mulqueeney, Alliant Insurance Services, Inc. (arrived 11:13 a.m.)
Mr. Seth Cole, Alliant Insurance Services, Inc.
Mr. P.J. Skarlanic, Alliant Insurance Services, Inc.
Mr. Myron Leavell, Alliant Insurance Services, Inc.
Mr. Steve Davidson, Alliant Insurance Services, Inc.
Mr. David Patzer, Patzer Risk Control Services (via teleconference)
Mr. Byrne Conley, Gibbons & Conley
Mr. Bill Kirker, Carl Warren & Company
Ms. Beth Tavares, Carl Warren & Company
Ms. Stella Sebastiani, Athens Administrators (via teleconference, left 11:32 a.m.)
Mr. Manny Berumen, Athens Administrators (via teleconference, left 11:32 a.m.)

A. CALL TO ORDER

The meeting was called to order by President Sandeep Karkal at 11:07 a.m.

B. PUBLIC COMMENTS

None

C. BOARD MEMBER COMMENTS

None

D. CONSENT CALENDAR

D.1. Meeting Minutes – July 29, 2025

The minutes of the meeting on July 29, 2025 were reviewed. Jason Dow advised that the minutes did not reflect the addition of the word “insurance” to the phrase, “We provide excellent **insurance** coverage and comprehensive risk management services in a reliable and cost-effective manner,” in the CSRMA Value Proposition as discussed at the July meeting. The Program Administrators will amend the Value Proposition and minutes accordingly.

D.2. Demands as of: August 1 & 15; and September 1 & 15, 2025

The Executive Board reviewed the demands as of August 1 & 15; and September 1 & 15, 2025.

D.3. Long Range Action Plan 2025/26 Update

The Executive Board reviewed the Long Range Action Plan.

A motion was made to approve the Consent Calendar as presented above.

MOTION: Curtis Paxton **SECOND:** Jason Dow

MOTION CARRIED

AYES: Dang, De Lange, Dow, Karkal, Ostly, Paxton

NAYS: None

ABSTAIN: None

ABSENT: Thornton, Williams, Zimmerman

E. CLOSED SESSION TO DISCUSS PENDING CLAIMS

The Board entered Closed Session at 11:09 a.m. pursuant to Government Code Section 54956.95. The Board left Closed Session at 12:09 p.m., at which time it was announced that legal counsel was provided direction concerning the disposition of certain claims, however no final settlements were approved, nor was any action taken.

F. GENERAL ADMINISTRATION

F.1. Reporting and Ratification of Claims Settlements

None

F.2. Executive Board Elections – Nominating Committee Formation

P.J. Skarlanic reviewed the table on page 29 of the agenda packet depicting the current Executive Board membership and the eligibility of members whose terms are expiring. P.J. explained that a nominating committee needs to be formed to administer the Executive Board election process and recommend a slate of candidates for open positions. Curtis Paxton, Jason Dow, and Vince De Lange volunteered to be on the committee.

The Program Administrators were directed to prepare the Executive Board Elections letters for distribution to the membership.

A motion was made to form a Nominating Committee consisting of Curtis Paxton, Jason Dow and Vince De Lange.

MOTION: Vince De Lange **SECOND:** Curtis Paxton

MOTION CARRIED

AYES: Dang, De Lange, Karkal, Ostly, Paxton

NAYS: None

ABSTAIN: None

ABSENT: Dow, Thornton, Williams, Zimmerman

F.3. CSRMA 2026 Preliminary Calendar Review

Seth Cole reviewed the 2026 Preliminary Calendar with the Executive Board. The Executive Board members were asked to advise the Program Administrators of any conflicts ahead of their next meeting, with special attention to the proposed Long Range Planning session, tentatively scheduled for March 1-3, 2026. The proposed calendar will be brought back to the Executive Board for final adoption at their December 2025 meeting after it has been circulated to the other Committees.

G. OFFICER/PROGRAM DIRECTORS/COMMITTEE REPORTS

G.1. Clean Water Insurance Captive (CWIC) Update

P.J. Skarlanic provided an update to the Executive Board. CWIC's investment manager PFM is currently completing their Investment Performance Report for the quarter ending September 30, 2025. An update will be provided to the Executive Board at their next meeting.

CWIC's Board has scheduled their annual in-person meeting, in accordance the State of Utah's requirements, for October 24, 2025 at the office of Smart Schofield Shorter in Murray, UT. The agenda is still being developed, but will include election of Directors and Officers, an investment performance update from PFM, review of the 2025 Year End financials, and review of the 2025 CSRMA Pooled Liability Program renewal quote.

CWIC's actuary is currently conducting their analysis to provide their recommended renewal premium to propose to CSRMA for renewal of the Pooled Liability Program, effective December 31, 2025. It is anticipated that CSRMA will need to increase the Pooled Layer deductible from \$750k to \$1M, and CWIC will be prepared to include pricing for this option.

A comparison table showing the comparative 2024 Year End returns on investments for both CSRMA and CWIC was included for the Executive Board's review. The table showed that CWIC's rate of return was considerably higher than that of CSRMA in 2024 and resulted in a \$354k increase in return on investment for the \$8.4M invested in CWIC at the beginning of 2024.

A comparison table showing the comparative 2025 Year End returns will be provided for the Executive Board in Q1 of 2026.

A request was made to list CWIC's Board as part of the standing CWIC update in Executive Board agendas.

G.2. AI Ad Hoc Sub-committee/Bonfire AI Agreement

David Patzer reviewed the item for the Executive Board. At their July 2025 meeting, the Executive Board formed an AI Ad Hoc sub-committee and tasked them to meet with Bonfire AI and review their proposal for service to CSRMA. The Ad Hoc Committee directed the Risk Control Advisor to proceed with engaging and executing a contract with Bonfire AI, while the Program Administrator worked through logistical matters of supplying Bonfire AI with material for their Large Language Model (LLM).

Myron Leavell advised that historical meeting minutes, and Pooled Liability MOCs have been provided for the LLM. Seth Cole advised that the LLM is being provided information slowly at first, so its processing capabilities and accuracy can be tested, with plans to ramp up ingestion of material in the near future.

Bonfire AI will present a demonstration to the Board of Directors at their January 2026 meeting.

H. POOLED LIABILITY PROGRAM

H.1. PY 40 (2025-26) Renewal Update

Seth Cole reported that the Pooled Liability Program is due to renew on December 31, 2025. The draft actuarial study for CSRMA has been completed and the CWIC actuarial study to determine the gross renewal premium of the Pooled Liability Program is in progress.

Seth noted that we continue to be in a challenging Liability insurance environment, with many carriers further reducing their capacity and increasing retentions in California. CSRMA's claims experience has been continuing a trend of lower frequency, but with increased severity.

Based on early conversations with Munich Re, the lead reinsurer on the program, it is expected that they will continue to provide \$10M in capacity. It is also expected, however, that the lead reinsurer will require an increase in the Program's self-insured retention from \$750k to \$1M. Berkley provides the second layer of coverage and is expected to offer renewal terms in line with the market. AWAC, who currently provides the last layer of coverage for the Program, has indicated that they may reduce their capacity from \$10M to \$5M excess of the Berkeley layer. The Program Administrators are actively marketing options to replace AWAC's expiring layer.

Overall, it is anticipated that there will be a total cost increase in the 10-20% range. The renewal will be presented at the December 8, 2025 Executive Board Meeting.

Dennis Mulqueeney provided an update on an online Liability application portal, being developed to help streamline the renewal process. It is anticipated that the Portal will be ready to use by Pooled Liability Program members soon.

H.2. Pooled Liability Program Deductible Selection Policy and Procedure

Seth Cole reviewed the item with the Executive Board and explained that each year prior to the renewal of the Program, the Program Administrators perform a review of the members loss history to determine appropriate deductible levels. If a member agency's loss history constitutes "Adverse Loss Experience" as defined in the Deductible Selection Policy & Procedure, a risk management audit is triggered and the member agency's General Liability and/or Employment Practices Liability deductible will be established as provided in the Policy and Procedure.

Seth advised that the Pooled Liability Committee reviewed the deductible selection worksheet as of 6/30/25 at its September 2025 meeting and is recommending an increase in Santa Margarita Water District's General Liability deductible from \$50,000 to a minimum of \$100,000. Seth advised that options for \$100,000 and \$250,000 deductibles will be presented to the Santa Margarita Water District ahead of the Program renewal.

A motion was made to increase Santa Margarita Water District's General Liability deductible to \$100,000.

MOTION: Jason Dow

SECOND: Jimmy Dang

MOTION CARRIED

AYES: Dang, De Lange, Dow, Karkal, Ostly, Paxton

NAYS: None

ABSTAIN: None

ABSENT: Thornton, Williams, Zimmerman

J. PROPERTY PROGRAM

J.1. Property Appraisals

P.J. Skarlanic reviewed the item with the Executive Board. Members of the CSRMA Property Program obtain coverage through the Alliant Property Insurance Program (APIP), an insurance program managed by Alliant. In order to maintain accurate insurable values, property appraisals for buildings valued at over \$5,000,000 and water/wastewater treatment facilities with capacity of greater than 10 MGD are provided by APIP every 5-7 years. The last appraisal was performed between 2018-19.

Alliant Appraisal Services provided the Program Administrators with a proposal to provide replacement cost appraisals for all member locations. There is no cost associated to have buildings over \$5,000,000 and water/wastewater treatment plants with capacity greater than 10 MGD appraised. For all the remaining locations, the total cost of the appraisal services would be \$294,450, with specific costs per class of building/facility broken out on the chart on page 61 of the agenda packet.

At their September 2025 meeting, the Pooled Liability Committee recommended obtaining quotes for “desktop appraisals” in lieu of on-site appraisals. The pricing for the desktop appraisals is not cost effective.

P.J. advised that APIP members’ Statements of Value (SOVs) have been managed in a system called Archipelago, which has functionality to generate valuation guidelines that could be applied to locations not included in the complimentary appraisal services at no additional cost to CSRMA in lieu of desktop and on-site appraisals.

The Executive Board directed the Program Administrator to engage Alliant Appraisal Services for appraisals of buildings valued over \$5,000,000 and water/wastewater treatment plants with capacity greater than 10 MGD at no cost to CSRMA, and directed the Program Administrator to include \$146,400 for appraisals of water/wastewater treatment plants with capacity less than 10 MGD in CSRMA’s 2026-27 budget. The Executive Board also directed the Program Administrators to use Archipelago’s functionality to generate valuations for buildings valued less than \$5,000,000 in lieu of engaging Alliant Appraisal Services to appraise those locations.

K. PRIMARY INSURANCE PROGRAM

K.1. Program Renewal Update

Seth Cole reported that the Primary Insurance Program is set to renew on December 31, 2025. The carrier for the Program is anticipating an average rate increase of 7% plus applicable taxes and fees. Actual premium changes will depend on changes in exposure, and members with claims activity may see larger increases. The renewal will be presented at the December 8, 2025 Executive Board Meeting.

L. LOSS CONTROL

L.1. Fall/Winter 2025 Area Training Update

David Patzer reviewed the training scheduled with the Executive Board.

Topic		Tentative Dates	Tentative Locations
Sentinel Training Program for WC members		Ongoing	Zoom
Sewer Summit		October 9	Virtual conference
January CSRMA/CASA Risk Mgt Seminar • Knowledgevine • Don Freeman re: Sentinel • Stephanie Ortiz/Jimmy Dang, Oro Loma SD		1/14/26	Palm Springs
Webinars Scheduled To Date:		September-Jan	Webinars
8/27/25	Small Water Systems Drinking Water Rules		
8/28/25	Job Hazard Analysis - Your Safety Super Tool		

9/2/25	Underground Utility Locator
9/3/25	WeTip and CSRMA
9/4/25	Lone Worker Best Practices: How to Keep Lone Rangers Safe When There Isn't a Tonto
9/11/25	Combination Hydro-Vac & CCTV Inspection Unit - Strategies for Safe and Efficient Use (Heavy Equipment)
9/23/25	Sewer Backup Response: Reducing Liability and Responding Professionally
9/25/25	SERP Services: Sewer Spill Help Hotline and SWRCB Training Membership
10/16/25	Effective Tailgate Safety Meetings/Trainings
10/23/25	What Supervisors Need to Know About Workers' Compensation to Avoid Legal Pitfalls
10/28/25	Soft Tissue Injury Prevention for PW/Water/Wastewater Workers - Part I
11/4/25	KnowledgeVine- Leveraging Technology to Create a Sustainable Safety Culture.
11/6/25	How To ID and Classify Confined Spaces for Wastewater Workers
11/11/25	Ergonomics in Action: Preventing Injuries Through Smarter Work Practices
11/13/25	CalOSHA Inspections: Survival Planning and Tips
11/18/25	From Chlorination to UV: Disinfection in Wastewater Treatment
11/20/25	Are You Prepared for Bypass Pumping
12/10/25	The Importance of Documentation, Reports, and SCADA
12/17/25	Drinking Water Disinfection
1/6/26	CalOSHA Inspection and Serious Injury Reporting - Understanding and Knowing Your Responsibilities. Rights and Requirements
1/13/26	Sludge Thickening, Digestion, and Dewatering: Solids Handling in Wastewater Treatment
1/13/26	Dog Bite Prevention for Public Works and Water Utility Employees
1/21/26	Supervising for Safety: Coaching Teams to Prevent Soft Tissue Injuries

M. INFORMATION ITEMS

M.1. *Poem of the Day*

M.2. *Article – Understanding The Ransomware Process Helps Lower Exposures – Travelers RMplusonline*

M.3. *Article – Business Continuity Planning In Depth – KYND*

M.4. *Article – Long-Term Internal Fraud Leads To Large Losses: How Can Employers Lower Their Risk? – Travelers RMplusonline*

M.5. *CSRMA 2025 Meeting Calendar*

M.6. *CSRMA Organizational Chart*

M.7. *CSRMA Service Team*

The Executive Board reviewed the information items.

N. ADJOURNMENT

The meeting was adjourned at 1:01 p.m. The next meeting is scheduled for December 8, 2025 via teleconference.

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
DISBURSEMENT REGISTER GENERAL ACCOUNT NO. xxxxxx2488
DEMANDS AS OF September 15, 2025

C.2

DISB. #	VENDOR	INVOICE DATE	INVOICE NUMBER	AMOUNT	DESCRIPTION
	ARCLIGHT MEDIA - CCD				
ACH - 833	Total for ARCLIGHT MEDIA - CCD	09/01/2025	12529	675.00	RCO Web Hosting/Consulting
	Bonfire AI - CCD			<u>\$ 675.00</u>	
		09/11/2025	CSRMA-002	29,110.00	Course of Action - Milestone #1
ACH - 834	Total for Bonfire AI - CCD			<u>\$ 29,110.00</u>	
	CARL WARREN & CO. - CCD				
		09/08/2025	August 2025	5,992.43	Monthly Claims Admin & Billings
ACH - 835	Total for CARL WARREN & CO. - CCD			<u>\$ 5,992.43</u>	
	DKF SOLUTIONS GROUP, LLC - CCD				
		09/10/2025	23085	8,375.00	Sewer & Stormwater Summit
ACH - 836	Total for DKF SOLUTIONS GROUP, LLC - CCD			<u>\$ 8,375.00</u>	
	PATZER RISK CONTROL SERVICES LLC - CCD				
		09/04/2025	1118	1,168.33	CASA handouts & Excellence Awards
ACH - 837	Total for PATZER RISK CONTROL SERVICES LLC - CCD			<u>\$ 1,168.33</u>	
	VERONICA CAZARES				
		09/08/2025	2025 09 Cazares	16.00	Committee Meeting Expense
25229	Total for VERONICA CAZARES			<u>\$ 16.00</u>	
	TOTAL			<u>\$ 45,336.76</u>	

I HEREBY CERTIFY THAT THE ABOVE LISTED DISBURSEMENTS ARE FOR CORRECT AND JUST SERVICES OR MATERIALS RECEIVED THAT PAYMENT HAS NOT BEEN
PREVIOUSLY MADE, AND THAT FUNDS ARE AVAILABLE TO COVER THESE PAYMENTS.

Jason Dow, Treasurer-Auditor

Sandeep Karkal, President

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
DISBURSEMENT REGISTER GENERAL ACCOUNT NO. xxxxxx2488
DEMANDS AS OF October 1, 2025

DISB. #	VENDOR	INVOICE DATE	INVOICE NUMBER	AMOUNT	DESCRIPTION
	ALLIANT INSURANCE SERVICES - CCD				
		09/15/2025	2843061	5,794.59	Renew Identity Theft 10/15 - 10/15
ACH - 838	Total for ALLIANT INSURANCE SERVICES - CCD			\$ 5,794.59	
	ATHENS INSURANCE SERVICE, INC. - CCD				
		10/01/2025	ivc0000000041581	33,358.91	Claim Admin
ACH - 839	Total for ATHENS INSURANCE SERVICE, INC. - CCD			\$ 33,358.91	
	BRIAN BIEHLE - CCD				
		10/01/2025	774	400.00	CSRMA Website Maint
ACH - 840	Total for BRIAN BIEHLE - CCD			\$ 400.00	
	DKF SOLUTIONS GROUP, LLC - CCD				
		09/26/2025	23094	1,225.00	training link
		10/01/2025	23116	2,000.00	Sewer & Stormwater Summit
ACH - 841	Total for DKF SOLUTIONS GROUP, LLC - CCD			\$ 3,225.00	
	GIBBONS & CONLEY - CCD				
		09/09/2025	25Aug5284	622.68	Program/Gen Fees & Exp
ACH - 842	Total for GIBBONS & CONLEY - CCD			\$ 622.68	
	JAMES MARTA & CO. - CCD				
		10/01/2025	5581	3,000.00	FEE/audit
ACH - 843	Total for JAMES MARTA & CO. - CCD			\$ 3,000.00	
	KBF COLLABORATIVE SERVICES - CCD				
		09/30/2025	CSR-191	1,237.50	program update
ACH - 844	Total for KBF COLLABORATIVE SERVICES - CCD			\$ 1,237.50	
	POLLACK PEACEBUILDING SYSTEMS, INC. - CCD				
		09/17/2025	1828	8,073.00	Seminar
ACH - 845	Total for POLLACK PEACEBUILDING SYSTEMS, INC. - CCD			\$ 8,073.00	
	LEUCADIA WASTEWATER DIST.				
		09/30/2025	Safety/Wellness	3,900.00	Wellness/Safety
25231	Total for LEUCADIA WASTEWATER DIST.			\$ 3,900.00	
	SAFE CHECKS				
		09/24/2025	547718	339.89	Purchase Check Stock
25233	Total for SAFE CHECKS			\$ 339.89	
	SAM ROSE CONSULTING				
		09/18/2025	SRC2025-110	425.00	Webinar
25230	Total for SAM ROSE CONSULTING			\$ 425.00	
	UNION SANITARY DIST.				
		09/30/2025	Wellness/Safety	1,298.37	Wellness/Safety
25232	Total for UNION SANITARY DIST.			\$ 1,298.37	
	TOTAL			\$ 61,674.94	

I HEREBY CERTIFY THAT THE ABOVE LISTED DISBURSEMENTS ARE FOR CORRECT AND JUST SERVICES OR MATERIALS RECEIVED THAT PAYMENT HAS NOT BEEN PREVIOUSLY MADE, AND THAT FUNDS ARE AVAILABLE TO COVER THESE PAYMENTS.

Jason Dow, Treasurer-Auditor

Roland Williams, Secretary

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
DISBURSEMENT REGISTER GENERAL ACCOUNT NO. xxxxxx2488
DEMANDS AS OF October 15, 2025

DISB. #	VENDOR	INVOICE DATE	INVOICE NUMBER	AMOUNT	DESCRIPTION
	ALLIANT INSURANCE SERVICES - CCD				
		10/14/2025	3278150	1,584.00	PIP San Rafael auto
ACH - 846	Total for ALLIANT INSURANCE SERVICES - CCD			\$ 1,584.00	
	AON RISK CONSULTANTS, INC. - CCD				
		10/03/2025	9400000004686	14,000.00	Actuarial Study
ACH - 847	Total for AON RISK CONSULTANTS, INC. - CCD			\$ 14,000.00	
	ARCLIGHT MEDIA - CCD				
		10/01/2025	12586	675.00	RCO Web Hosting/Consulting
ACH - 848	Total for ARCLIGHT MEDIA - CCD			\$ 675.00	
	CARL WARREN & CO. - CCD				
		09/30/2025	Sept 2025	6,924.74	Monthly Claims Admin & Billings
ACH - 849	Total for CARL WARREN & CO. - CCD			\$ 6,924.74	
	GIBBONS & CONLEY - CCD				
		10/09/2025	25Sept5354	3,067.31	Program/Gen Fees & Exp
ACH - 850	Total for GIBBONS & CONLEY - CCD			\$ 3,067.31	
	TOTAL			\$ 26,251.05	

I HEREBY CERTIFY THAT THE ABOVE LISTED DISBURSEMENTS ARE FOR CORRECT AND JUST SERVICES OR MATERIALS RECEIVED THAT PAYMENT HAS NOT BEEN PREVIOUSLY MADE, AND THAT FUNDS ARE AVAILABLE TO COVER THESE PAYMENTS.

Jason Dow, Treasurer-Auditor

Roland Williams, Secretary

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
DISBURSEMENT REGISTER GENERAL ACCOUNT NO. xxxxxx2488
DEMANDS AS OF November 1, 2025

DISB. #	VENDOR	INVOICE DATE	INVOICE NUMBER	AMOUNT	DESCRIPTION
	ATHENS INSURANCE SERVICE, INC. - CCD				
ACH - 851	Total for ATHENS INSURANCE SERVICE, INC. - CCD	11/01/2025	40758 41880	66,717.82	Claim Admin
	DKF SOLUTIONS GROUP, LLC - CCD			\$ 66,717.82	
ACH - 852	Total for DKF SOLUTIONS GROUP, LLC - CCD	10/30/2025	23158	9,868.00	Sewer & Storm Summit
	LIEBERT CASSIDY WHITMORE - CCD			\$ 9,868.00	
ACH - 853	Total for LIEBERT CASSIDY WHITMORE - CCD	10/30/2025	305412	2,150.00	training & program consulting
	MYRON D. LEAVELL - CCD			\$ 2,150.00	
ACH - 854	Total for MYRON D. LEAVELL - CCD	10/22/2025	2025 10 30 Leavell	1,448.00	subscriptions
	BICKMORE ACTUARIAL			\$ 1,448.00	
25234	Total for BICKMORE ACTUARIAL	10/16/2025	31885	10,000.00	Matrix/Retro
	THE BARRITT GROUP			\$ 10,000.00	
25235	Total for THE BARRITT GROUP	08/08/2025	1376	400.00	Webinar
	TOTAL			\$ 400.00	
				\$ 90,583.82	

I HEREBY CERTIFY THAT THE ABOVE LISTED DISBURSEMENTS ARE FOR CORRECT AND JUST SERVICES OR MATERIALS RECEIVED THAT PAYMENT HAS NOT BEEN PREVIOUSLY MADE, AND THAT FUNDS ARE AVAILABLE TO COVER THESE PAYMENTS.

Jason Dow, Treasurer-Auditor

Roland Williams, Secretary

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY
DISBURSEMENT REGISTER GENERAL ACCOUNT NO. xxxxxx2488
DEMANDS AS OF November 15, 2025

DISB. #	VENDOR	INVOICE DATE	INVOICE NUMBER	AMOUNT	DESCRIPTION
	ARCLIGHT MEDIA - CCD				
ACH - 855	Total for ARCLIGHT MEDIA - CCD BRIAN BIEHLE - CCD	11/01/2025	12638	<u>1,050.00</u> \$ 1,050.00	RCO Web Hosting/Consulting
ACH - 856	Total for BRIAN BIEHLE - CCD CARL WARREN & CO. - CCD	11/01/2025	775	<u>400.00</u> \$ 400.00	CSRMA Website Maint
ACH - 857	Total for CARL WARREN & CO. - CCD DKF SOLUTIONS GROUP, LLC - CCD	10/30/2025	10/31/2025	<u>7,945.80</u> \$ 7,945.80	Monthly Claims Admin & Billings
ACH - 858	Total for DKF SOLUTIONS GROUP, LLC - CCD GIBBONS & CONLEY - CCD	10/30/2025		<u>2,000.00</u> \$ 2,000.00	Vector Solutions
ACH - 859	Total for GIBBONS & CONLEY - CCD JAMES MARTA & CO. - CCD	11/05/2025	25 Oct 5419	<u>3,528.56</u> \$ 3,528.56	Program/Gen Fees & Exp
ACH - 860	Total for JAMES MARTA & CO. - CCD MYRON D. LEAVELL - CCD	11/03/2025	5642	<u>10,000.00</u> \$ 10,000.00	FEE/audit
ACH - 861	Total for MYRON D. LEAVELL - CCD PRAXIS CLAIMS CONSULTING - CCD	11/15/2025	2025 11 Leavell	<u>338.93</u> \$ 338.93	Hostek subscription
ACH - 862	Total for PRAXIS CLAIMS CONSULTING - CCD California Assoc. of Joint Powers Authorities	11/15/2025	CSRMA-11032025	<u>6,450.00</u> \$ 6,450.00	Claims Audit
25237	Total for California Assoc. of Joint Powers Authorities LINCOLN SEWER MAINTENANCE DISTRICT	11/07/2025	300001906	<u>3,500.00</u> \$ 3,500.00	CAJPA Membership
25238	Total for LINCOLN SEWER MAINTENANCE DISTRICT NORTH OF RIVER SANITARY DIST	11/16/2025	2025 11 Lincoln	<u>1,364.00</u> \$ 1,364.00	PIP reduction - vehicle deletion
25236	Total for NORTH OF RIVER SANITARY DIST TOTAL	11/14/2025	Subrogation	<u>37,825.06</u> \$ 37,825.06 <u>74,402.35</u> \$ 74,402.35	Subrogation - #3077466

I HEREBY CERTIFY THAT THE ABOVE LISTED DISBURSEMENTS ARE FOR CORRECT AND JUST SERVICES OR MATERIALS RECEIVED THAT PAYMENT HAS NOT BEEN
PREVIOUSLY MADE, AND THAT FUNDS ARE AVAILABLE TO COVER THESE PAYMENTS.

Jason Dow, Treasurer-Auditor

Roland Williams, Secretary

CSRMA Investment Performance Review

ISSUE: Mr. Mike Kronbetter of PFM presented a review of CSRMA's current investments and provided a market outlook to the Finance Committee at their November meeting. PFM's presentation is included in the agenda packet for the Executive Board's review.

CSRMA's current investments are summarized on page 24 of the presentation. The portfolio's performance is highlighted on page 28. The portfolio has outperformed the benchmark with a 1-year return of 4.12% compared to 3.51% for the benchmark.

RECOMMENDATION: None at this time.

FISCAL IMPACT: As depicted in Mr. Kronbetter's presentation.

BACKGROUND: None.

ATTACHMENT: Investment Performance Review for the Quarter Ended September 30, 2025 (Separate)

Pooled Liability Program Actuarial Study

ISSUE: An Actuarial Study for the Pooled Liability Program was performed to re-evaluate past General Liability, Auto Liability and Employment Practices Liability projections using current loss data and to project future payment patterns. CSRMA's actuary prepared a summary presentation highlighting the results of the study, included as an attachment to this item.

RECOMMENDATION: None at this time. Information only.

FISCAL IMPACT: The cost of the annual review is \$14,000. This amount is budgeted for FY 2025/26.

BACKGROUND: Aon performed the Actuarial study last year.

Effective December 31, 2023, CSRMA began transferring the risk for the Pooled Layer (Member Deductible to \$750,000) to the Clean Water Insurance Captive (CWIC). CWIC uses an actuary to develop the go forward gross premium to reinsure the Pooled Layer. CSRMA's actuary re-evaluates past General Liability, Auto Liability and Employment Practices Liability projections using current loss data for the Program Years prior to CWIC, which is separate from the actuarial study performed for CWIC to develop the gross premium for the Program renewal. CSRMA's actuary has also provided projected funding (pool deposits) for comparison purposes.

ATTACHMENTS: Aon Presentation



California Sanitation Risk Management Authority
Ensuring the Future of Clean Water

Long-Range Action Plan
2025/26



Alliant Insurance Services, Inc.
560 Mission St, 6th Floor
San Francisco, CA 94105
(415) 403-1400

As of: November 26, 2025

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I. Risk Control Analytics

Description: The Executive Board directed the Risk Control Advisor and Program Administrators to compile key analytics related to various Risk Control services.

Objective: To better quantify the usage, effectiveness and return on investment of the items included in the Risk Control Workplans.

Action(s):

1. Identify those items that are measurable
2. Develop methodology and identify resources necessary for measuring each service selected
3. Present draft/sample analytics report to Executive Board
4. Implement as necessary and produce report on an ongoing basis

Responsibility:

1. Risk Control Advisor
2. Risk Control Advisor and Alliant Insurance Services
3. Risk Control Advisor, Alliant Insurance Services and Executive Board
4. Risk Control Advisor and Alliant Insurance Services

Deadlines:

1. July – August 2025
2. August – December 2025
3. January 2026
4. February 2026

Fiscal Impact: None.

Background: Each March the CSRMA Risk Control Advisor, David Patzer, prepares an outline of the initiatives to be undertaken in the coming year to address ongoing and emerging exposures. While reviewing this outline at the March 2025 Long Range Planning Session, the Executive Board thought it would be useful to have analytics to help measure the usage, effectiveness and return on investment of the items included in the Risk Control Workplans.

Status: As of July 18, 2025, this project is on target. The Risk Control Advisor has begun to identify items in the Risk Control Workplan that are measurable.

As of September 23, 2025, this project is on target. The Risk Control Work Plan is being redesigned with metrics to measure success of the applicable Continuing and New Risk Control Work Plan tasks. A draft is anticipated to be shared with the Executive Board at their December meeting.

As of November 26, 2025, this project is on target. The Program Administrators will present the draft/sample analytics report to Executive Board at their January 2026 meeting.

II. Communications Plan

Description: Create a Communications Plan for CSRMA.

Objective: To educate and remind members of the coverages and services provided by CSRMA, as well as the claims reporting procedures and other important information.

Action(s):

1. Review the materials and training information already created
2. Develop new content as necessary
3. Create a plan to communicate this information to the members
4. Share draft Communications Plan with the Executive Board
5. Implement Communications Plan and update as necessary

Responsibility:

1. Alliant Insurance Services
2. Alliant Insurance Services
3. Alliant Insurance Services
4. Alliant Insurance Services and Executive Board
5. Alliant Insurance Services

Deadlines:

1. August 2025
2. September – December 2025
3. January - March 2026
4. March 2026
5. April 2026 – ongoing

Fiscal Impact: Unknown at this time.

Background: At the March 2025 Long Range Planning Session, the Executive Board provided direction to the Program Administrators to develop a Communications Plan for CSRMA. The goal is to provide continual education to the members on the coverages and services provided, and procedures for reporting a claim as well as other important information.

Status: As of September 23, 2025, this project is on target. The Program Administrators and Risk Control Advisor are in the process of designing a new web page called “Risk Control Services” on CSRMA.org to be a resource hub for all things Risk Control. The CSRMA.org menu bars will be revised and updated as well. In addition, the Risk Control Services Overview Module, Menu of Services flyer and CSRMA Orientation Module will be revised/updated accordingly.

As of November 26, 2025, this project remains on target.

III. Refine Strategies for Controlling Employment Practices Liability Risk

Description: The Executive Board directed the Program Administrators to continue CSRMA's efforts in reducing the impact of Employment related matters on CSRMA and its members.

Objective: To reduce both the frequency and severity of Employment Practices Liability claims, and ultimately reduce the impact of these claims on the Pool.

Action(s):

1. Conduct an analysis of the current EPL Incentive Program and Training provided
2. Review current EPL Incentive Program and Training provided and make recommended changes with the Pooled Liability Committee
3. Review Pooled Liability Committee's recommended changes with the Executive Board
4. Review and gain approval from Board of Directors if necessary
5. Educate members on any changes made to the EPL Incentive Program and Trainings
6. Implement as necessary

Responsibility:

1. Alliant Insurance Services and Risk Control Advisor
2. Alliant Insurance Services, Risk Control Advisor and Pooled Liability Committee
3. Alliant Insurance Services, Risk Control Advisor and Executive Board
4. Alliant Insurance Services, Risk Control Advisor and Board of Directors
5. Alliant Insurance Services and Risk Control Advisor
6. Alliant Insurance Services and Risk Control Advisor

Deadlines:

1. January – February 2026
2. February
3. March 2026
4. August 2026
5. December 2026
6. December 2026

Fiscal Impact: Unknown at this time.

Background: CSRMA currently engages Liebert Cassidy Whitmore (LCW) to provide ten 2-hour employment law virtual seminars each fiscal year (24/25 schedule below). The seminars are announced to the Pooled Liability Program (PLP) members in the following ways:

- Schedule posted on Risk Control Online
- Schedule emailed to PLP members monthly (sent to PLP Primary Contacts, EPL Hotline Authorized Users and Past CSRMA PLP LCW Seminar Attendees email lists)
- Each seminar's registration information is emailed to the above 2-3x leading up to the next scheduled class
 - o Member participation results are:

	PY24/25	PY23/24	PY22/23	PY21/22	PY20/21
# of Participating Agencies	29	41	34	31	31
# of Individual Attendees	193	555	188	216	155

*PY 23/24: start of EPL Deductible Reduction Incentive Program

**PY 24/25: 5 of 10 webinars completed

Additionally, CSRMA has begun to incorporate soft skills/interpersonal skills training into the CSRMA annual training schedule. To date, CSRMA has provided the following:

- o How to Have Difficult Conversations
- o De-Escalation Skills

CSRMA engaged the Verbal Judo Institute to provide training at the January 2025 CSRMA/CASA seminar. The intent was to introduce Verbal Judo, which has been a very popular training program within the membership, to new member management and their Boards with the goal of members considering bringing Verbal Judo training to their agency.

Currently the EPL deductible in the Pooled Liability Program is \$50,000 for all member agencies. The deductible can be reduced to \$25,000 if member agencies meet the criteria in the EPL Deductible Reduction Incentive Program implemented 12/31/23. Twenty-two member agencies have completed the process to have their deductible reduced to \$25,000 in the current Program Year. The Deductible Selection Policy & Procedure also provides for a mechanism to increase the deductible for members who experience adverse loss experience.

EPL Hotline

LCW provides Members of CSRMA "hotline" telephone consultations. Members have the opportunity to pick up the phone and ask questions of an attorney on matters relating to employment and labor law.

LCW schedule of virtual seminars for CSRMA FY24/25:

1. Managing the Marginal Employee: Emanuela Tala on September 11, 2024
2. Prevention and Control of Absenteeism and Abuse of Leave: Christopher Frederick on October 9, 2024
3. Maximizing Performance thru Documentation, Evaluation and Corrective Action: Emanuela Tala on November 6, 2024
4. The Art of Writing the Performance Evaluation: Nicholas Grether on December 11, 2024
5. A Guide to Implementing Public EE Discipline: Christopher Frederick on January 15, 2025
6. Finding the Facts: EE misconduct and Disciplinary Investigations: Emanuela Tala on February 12, 2025
7. Supervisor's Guide to Understanding and Managing EE's Rights: Labor, Leaves and Accommodations: Christopher Frederick on March 12, 2025

8. Labor Code 101 for Public Agencies: Nicholas Grether on April 9, 2025
9. Terminating the Employment Relationship: Nicholas Grether on May 15, 2025
10. Leaves, Leaves and More Leaves: Christopher Frederick on June 12, 2025

Status: This item is slated to begin in January 2026.

IV. Evolution of Clean Water Insurance Captive (CWIC)

Description: The Executive Board directed the Program Administrators to explore additional opportunities for the captive to insure CSRMA exposures, and to establish policies and procedures to guide the utilization of potential future surplus. Additionally, CSRMA should consider an amendment to its Investment Policy & Procedure to define parameters on how much CSRMA can invest in CWIC.

Objective: To ensure the financial longevity of CWIC, and as a result CSRMA and its members.

Action(s):

1. Identify opportunities for additional opportunities for CWIC to insure CSRMA exposures
2. Conduct feasibility studies on those opportunities as necessary
3. Draft a Mission Statement for CWIC
4. Draft Policies and Procedures to guide utilization of potential future surplus, including Target Equity Ratios
5. Review with Executive Board
6. Seek approval from the Board of Directors as necessary
7. Implement as necessary

Responsibility:

1. Alliant Insurance Services and CWIC Captive Manager
2. Alliant Insurance Services and CWIC Captive Manager
3. Alliant Insurance Services, CWIC Board of Directors and CWIC Captive Manager
4. Alliant Insurance Services, CWIC Board of Directors and CWIC Captive Manager
5. Alliant Insurance Services and CSRMA Executive Board
6. Alliant Insurance Services and CSRMA Board of Directors
7. Alliant Insurance Services, CWIC Board of Directors and CWIC Captive Manager

Deadlines:

1. July – October 2025
2. November 2025
3. July – October 2025
4. July – October 2025
5. December 2025
6. January 2026
7. January 2026 – July 2026

Fiscal Impact: Unknown.

Background: At the captive's annual in-person meeting in September 2024 the CWIC Board asked that the CSRMA Executive Board consider additional opportunities to capitalize on the captive's early success through participation in CSRMA's coverage programs.

As the captive matures additional details regarding its operation will need to be decided upon (i.e. what to do with future surplus – issue dividends to CSRMA, premiums retrospectively rated, etc.).

Status: As of July 18, 2025, this project is on target. The Program Administrators have begun the process of identifying opportunities for CWIC to insure additional CSRMA exposures.

As of September 23, 2025, this project is on target. Expanding the reinsurance line for both the Pooled Liability and Workers' Compensation Programs pooled layer risk will be explored for the respective renewals. Additionally, the Program Administrators have started the process of drafting a Mission Statement and Policies and Procedures to guide utilization of potential future surplus, including Target Equity Ratios.

As of November 26, 2025, this project is delayed. The Program Administrators have drafted a Mission Statement for review by the CWIC Board and are in the process of drafting Policies and Procedures to guide utilization of potential future surplus, including Target Equity Ratios. These drafts will be reviewed by the CWIC Board, and their feedback will be incorporated for review by the Executive Board.

V. Large Language Model and Artificial Intelligence

Description: The Executive Board directed the Program Administrators to explore the development, usage and potential risks of a Large Language Model (LLM) and other means of Artificial Intelligence (AI) for CSRMA.

Objective: To seek opportunities to use AI for efficiency and effectiveness for CSRMA and its members.

Action(s):

1. Research the time and expense associated with creating an LLM for CSRMA
2. Identify a consultant(s) to develop the scope, budget and timeline for developing the LLM
3. Present findings to Executive Board, including information on how other Pools and the Insurance Industry at large are utilizing AI, and seek approval as necessary
4. Develop the LLM
5. Develop an AI Policy
6. Implement as necessary

Responsibility:

1. Risk Control Advisor and Alliant Insurance Services
2. Risk Control Advisor and Alliant Insurance Services
3. Risk Control Advisor, Alliant Insurance Services, Executive Board
4. Risk Control Advisor and selected consultant
5. Alliant Insurance Services, Risk Control Advisor, Executive Board
6. Risk Control Advisor and selected consultant

Deadlines:

1. July 2025
2. September 2025
3. December 2025
4. January 2026 – July 2026
5. January 2026 – July 2026
6. August 2026

Fiscal Impact: \$75,000 estimate to hire a consultant to create a roadmap to develop.

Background: CSRMA has a proud tradition of providing state-of-the-art and leading-edge services to its members. At their March 2025 Long Range Planning Session the Executive Board discussed the potential merits of utilizing AI to improve efficiency for CSRMA and its members. More specifically, the discussion centered around exploring the idea of creating a custom Large Language Model built around CSRMA's vast knowledge and history base.

Status: As of July 18, 2025, this project is ahead of schedule. The Program Administrators have received a proposal from Bonfire AI to create an LLM for CSRMA. This topic is agendaized for the Executive Board's July 29th meeting.

As of September 23, 2025, this project remains ahead of schedule. The Executive Board formed an ad hoc sub-committee to meet with Bonfire AI and negotiate a contract for the development of a Large Language Model (LLM). The committee met with Bonfire AI to review their proposal and agreed to enter into an agreement to develop the first phase of the LLM. Phase 1 of the project is to build an LLM to capture CSRMA's vast knowledge and history base as a tool for the Program Administrators and Executive Board. An update will be provided at the Executive Board's October 6, 2025, meeting.

As of November 26, 2025, this project is ahead of schedule. Bonfire AI has completed the first milestone of the CSRMA LLM project, and the Program Administrators have begun high-level user acceptance testing (UAT). Bonfire AI will demo the LLM (CSConnect) for the Board of Directors at their January 2026 meeting.

Clean Water Insurance Captive Update

ISSUE: An update on the Clean Water Insurance Captive (CWIC) is provided below.

RECOMMENDATION: None. Information Only.

FISCAL IMPACT: None.

BACKGROUND: Below is an update since the last Executive Board meeting, as well as a brief history on CSRMA's formation of CWIC.

- 1) **CWIC Board Annual In-Person Meeting** – The CWIC Board met for their Annual in-person meeting on October 24th at the offices of Smart Schofield Shorter in Murray Utah. The State of Utah requires at least one meeting to be held in the State on an annual basis.

The Table of Contents from the meeting agenda is attached to this item for the Executive Board's review, and the Program Administrators will discuss the meeting highlights in more detail at the meeting.

- 2) **Investment Performance** – At the Annual In-Person meeting CWIC's Investment Manager PFM presented their investment report for the quarter ending 9/30/2025. Returns for the most recent quarter ending 9/30/2025 were 4.13%, with year to date returns of 10.69%. Total returns since inception of CWIC's investment portfolio on 12/1/2023 are 12.27%.
- 3) **Annual CWIC Investment Performance Comparison to CSRMA** – One way to measure the financial benefit of CWIC is to compare its investment performance to CSRMA, and as requested by the Executive Board this comparison will be provided on an annual basis. The below table compares CWIC performance to that of CSRMA's over the same full calendar year 2024 period. The table shows that the \$8.5M invested in CWIC at the beginning of 2024 earned \$354K more than it would have had that same amount been invested in CSRMA. The financial benefit of CWIC will of course fluctuate over time due to factors such as claims payments to CSRMA and the investment environment, but in taking a long-term strategic approach with the captive, over time the expectation is that CWIC's investment portfolio will yield a higher rate of return.

Total Calendar Year 2024

	Beginning Principal	Rate of Return %	ROI \$
CSRMA	23,608,660	3.21%	757,838
CWIC	8,534,484	7.36%	628,138
CWIC Benefit	n/a	4.15%	354,181

*Note: 1) CWIC's overhead expenses in FY 2023-24 were \$182,999.
2) CWIC's Investment Policy allows for a 60% equities / 40% fixed income balance.*

A Brief History on CSRMA's Formation of CWIC

A captive insurance company (captive) is a special purpose insurance or reinsurance company that is owned and controlled by its parent company, (in this case CSRMA). The captive's purpose is to insure some or all the risk of its parent. In so doing, the parent can secure coverage from the captive, and benefit from the captive's profitable underwriting of the parents' risk.

Many public agency risk-sharing pools have formed captives for both insurance needs and investment purposes. A captive could be used to expand product offerings to include new lines of insurance that may not be applicable to all members, or to offer coverage to third parties, or in CSRMA's case, assume risk in CSRMA programs to diversify our panel of program carriers and capture underwriting profit. Captives are also created to broaden the pool's permissible investment universe and increase the opportunity for higher investment returns. As the captive matures the goal is to have surplus funds that can then be utilized for the financial benefit of CSRMA and its members (i.e. issue dividends, retrospectively rate coverage programs, provide rate relief, etc.).

CWIC's Board Members

Sandeep Karkal, President
Jason Dow, Treasurer
Ryan Smart, Resident and Secretary
Matt Anderson
Steve Wagner

ATTACHMENTS: CWIC Annual Board Meeting, Table of Contents

Annual Shareholder and Board of Directors Meeting Agenda

Date/Time: **October 24, 2025**
9:00am PDT / 9:00am MDT

via Virtual Zoom Meeting
Meeting ID No. / Passcode: 930 1025 9831 / 240555
Join by Telephone: 1.669.444.9171

		Page #
A. Shareholder Meeting Call to Order		3
1. Meeting Notices	I	4-6
2. Election of Captive Directors	A	7
B. Board Meeting Call to Order		8
1. Meeting Notices	I	9-10
C. Board Member Comments		11
D. Consent Calendar	A	12
1. Meeting Minutes - September 20, 2024 <i>Recommendation: Approve minutes from September 20, 2024 meeting.</i>		13-18
E. Election of Captive Officers	A	19-20
F. PFM	I	21
1. Presentation of investment performance report by PFM		22-34
G. Financials	I	35
1. Review of June 30, 2025 unaudited financials		36-40
H. Audit Status Review	I	41
1. June 30, 2025 audit status update		
2. Review of June 30, 2025 actuarial statement & opinion		42-48
3. Review of Utah Annual Statement		49-61
I. Appointment of Service Providers	A	62-63
1. Service Provider Agreements		64-91
J. Liability Renewal	I	92
1. December 31, 2024 Reinsurance Agreement review		93-94
2. December 31, 2025 renewal status update		
K. Worker's Compensation	I	95
1. July 1, 2025 Reinsurance Agreement Review <i>Quote approved and Reinsurance Agreement executed</i>		96-100
L. D&O Coverage	I	101
1. Review of October 1, 2025 post renewal report		102
2. Review of October 1, 2025 renewal binder <i>Bound/Renewed October 1, 2025</i>		103 - 105
M. Annual Conflict of Interest Statement	I/A	106-107
N. Discuss Potential Captive Expansion Opportunities	I	
O. Closing Comments	I	
P. Adjournment		

Trustees E&O Renewal

ISSUE: CSRMA’s Trustees Errors & Omissions coverage is due to renew on December 31, 2025. The current limit of liability is \$5,000,000 per claim and in the aggregate. The incumbent carrier is Lloyd’s of London. The expiring annual premium is \$38,736, plus an additional \$387 for terrorism coverage. Taxes and fees are in addition to the premium. Historically, the optional TRIA coverage has been purchased.

RECOMMENDATION: The Program Administrators recommend that the Executive Board elect to renew the Trustees E&O coverage at the expiring limit and deductible option, as shown under “Option 2A” in the table below.

FISCAL IMPACT: The table below depicts the quoted renewal options.

	Limit	Deductible	Premium	Optional TRIA Premium
Option 1A	\$3,000,000 per claim \$3,000,000 aggregate	\$15,000 per claim \$60,000 aggregate	\$32,530 plus taxes and fees	\$325
Option 1B	\$3,000,000 per claim \$3,000,000 aggregate	\$25,000 per claim \$100,000 aggregate	\$30,946 plus taxes and fees	\$309
Option 1C	\$3,000,000 per claim \$3,000,000 aggregate	\$50,000 per claim \$200,000 aggregate	\$28,787 plus taxes and fees	\$288
Option 2A <i>Expiring Option</i>	\$5,000,000 per claim \$5,000,000 aggregate	\$15,000 per claim \$60,000 aggregate	\$40,302 plus taxes and fees	\$403
Option 2B	\$5,000,000 per claim \$5,000,000 aggregate	\$25,000 per claim \$100,000 aggregate	\$38,719 plus taxes and fees	\$387
Option 2C	\$5,000,000 per claim \$5,000,000 aggregate	\$50,000 per claim \$200,000 aggregate	\$36,560 plus taxes and fees	\$366

BACKGROUND: Trustees E&O insurance provides professional liability coverage for the trustees of self-insurance funds for claims made against the trustees following any actual or alleged act, error or omission committed in the scope of managing the funds.

The rating basis for this policy is total member contributions. Estimated total member contributions (pool deposit, insurance premium, JPA charge, etc.) are projected to increase approximately 9% for the upcoming policy term.

ATTACHMENTS: None

2024-2025 Fiscal Year Audit

ISSUE: Annually, CSRMA engages an independent auditor to audit the accounting records of CSRMA. The Audit of fiscal year 2024/25 is complete.

Jim Marta of James Marta & Company presented the draft Audit findings at the November Finance Committee meeting and is scheduled to present the Audit to the Board of Directors at their January 2026 meeting. A copy of Mr. Marta's presentation is included in the agenda packet for the Executive Board's review.

The Finance Committee reviewed the draft Annual Comprehensive Financial Report (ACFR) (formerly Comprehensive Annual Financial Report (CAFR)) and is recommending that the Executive Board submit it to the Board of Directors for review and acceptance. A copy of the ACFR with the Finance Committee's suggested revisions is included in the agenda packet for the Executive Board's review.

RECOMMENDATION: Review the report. The Finance Committee recommends that the Executive Board submit the Audit to the Board of Directors at their January meeting for review and acceptance.

FISCAL IMPACT: The total cost of the audit was \$24,090.

BACKGROUND: Jim Marta of James Marta & Company performed the financial audit for the year ended June 30, 2024.

With the formation of the Clean Water Insurance Captive (CWIC) effective 7/1/23, the financial audit is presented as a consolidated report including CWIC. CWIC's finances are broken out in the Supplementary Information section.

CSRMA was awarded the Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2023. Comments and suggestions for improvement were provided by the Government Finance Officers Association. The comments and suggestions have been addressed and incorporated into the attached draft ACFR as of June 30, 2025.

ATTACHMENTS: 1. James Marta & Company LLP Presentation
2. 2024/25 Annual Comprehensive Financial Report (separate)

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY SUMMARY OF AUDIT RESULTS JUNE 30, 2025

Presented by

James Marta, CPA, CGMA, ARPM



Team Members



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Highlights of the Audit

Results of Audit

- Unmodified Opinion
- Report on Internal Controls
- No reportable matters

Uses of Specialists

Claims Actuary

Materiality and Scoping

- Our materiality is generally based on considerations of key performance indicators that we feel are most important to users of the financials.
- For our 2025 audit, considered several key performance indicators including net position and the change in net position, in developing our materiality and scoping benchmarks



Independence

- Compliance with the auditor independence rules is a shared responsibility between the PACE and James Marta & Company LLP.
- Auditing standards generally accepted in the United States of America require independence for all audits, and we confirm that we are independent auditors with respect to the Company under the independence requirements established by the American Institute of Certified Public Accountants.

Risk Assessment

- Revenue recognition
- Management override of controls
- Valuation and accounting for claims liabilities

Other Matters

- We did not identify any instances of non-compliance with laws and regulations.
- We did not identify any potential fraud or illegal acts.
- There were no significant issues discussed with management in connection with the appointment/retention of James Marta & Company LLP.

Agenda

- Communications with Those Charged with Governance
- June 30, 2025, CSRMA Financial Information and Auditor's Report
- Internal Control Letter

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE



Purpose of Communication

- Meet professional obligations (AU-C 260)
- Provide audit results and governance insights
- Support financial reporting oversight



Auditor's Responsibilities

Management

- Financial statements are the responsibility of management
- System of accounting and internal controls

Auditor

- Our responsibility is to express an audit opinion
- We issued an unmodified opinion (the best an auditor can give)
- Conduct audit per Generally Accepted Audit Standards (GAAS)
- Maintain independence and professional skepticism
- Reasonable assurance is not absolute, that the financial statements are free from material misstatement



Scope and Approach

Audit focused on key risk areas and material accounts

- Claim liabilities
- Investment Balances
- Coordination with management and staff

Began Audit in July worked through October and issued report in November.



AUDIT PROCEDURES

- An Audit is more than just assurance regarding the fairness of presenting financial statements. An Audit involves gaining an understanding of the organization's systems and controls.
 - Understanding; systems, policies and procedures
 - Gathering other audit evidence, review of details, performing test calculations.
 - Review of accounting methods and reporting

REPORT TO YOU

QUALITATIVE ASPECTS OF ACCOUNTING PRACTICES

- Significant Accounting Policies and Changes in Those Policies - No changes
- Management Judgments and Accounting Estimates
 - Claims liabilities
 - Excess receivables
 - Appropriate and in-line with standards



Independence

Auditor remained independent under AICPA rules

No prohibited non-audit services provided

- We assist in drafting the audit report



REPORT TO YOU - INTERACTIONS WITH MANAGEMENT



Management Consultations
with Other Independent
Accountants:

✓ None



Disagreements with
Management of Difficulties
Encountered:

✓ None



Management
Representations:

✓ Will be Received

FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT



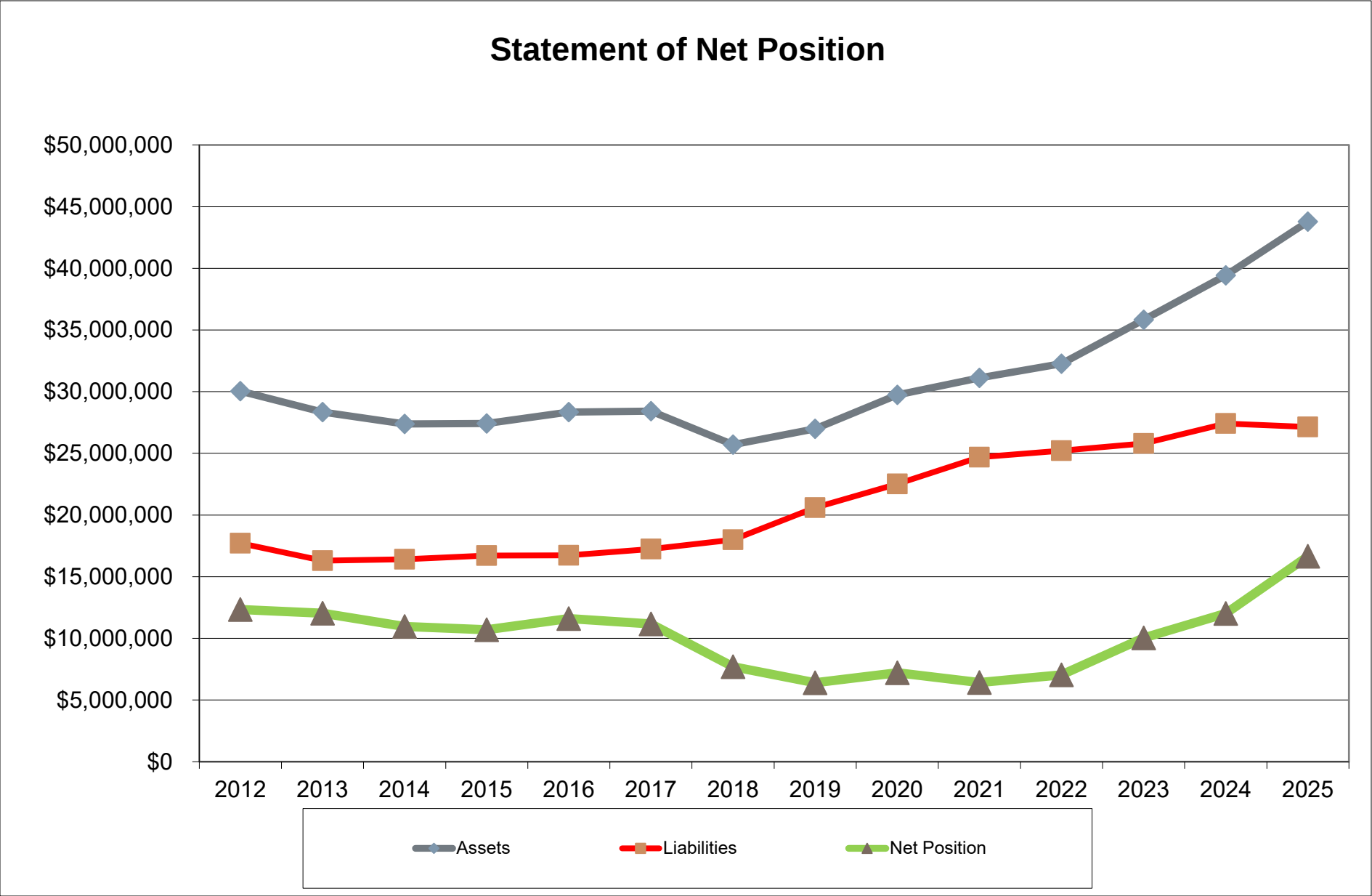
INDEPENDENT AUDITOR'S REPORT

- Pages 1-3 of the Audited Financial Statements
- Unmodified opinion (Page 1), the best opinion that we can provide



STATEMENT OF FINANCIAL POSITION

- Assets increased \$4.3M
- Liabilities decreased \$282K
- Net Position increased \$4.63M



Statement of Net Position

	2025	2024
ASSETS		
Current Assets		
Cash and cash equivalents	\$ 2,784,104	\$ 1,996,412
Investments	824,119	2,207,140
Accounts receivable:		
Members	1,801,459	1,492,445
Deductible recoverable	35,125	-
Interest	173,167	184,066
Prepaid expenses	2,836,811	2,533,002
Total Current Assets	8,454,785	8,413,065
Noncurrent Assets		
Investments	35,327,377	30,876,373
Total Assets	43,782,162	39,289,438
LIABILITIES		
Current Liabilities		
Accounts payable	766,341	303,973
Unearned revenue	4,956,983	4,212,515
Current portion of unpaid claims and claim adjustment expense	6,600,000	6,600,000
Total Current Liabilities	12,323,324	11,116,488
Noncurrent Liabilities		
Unpaid claims and claim adjustment expense	14,809,511	16,336,740
Total Liabilities	27,132,835	27,453,228
NET POSITION		
Unrestricted	\$ 16,649,327	\$ 11,836,210

Combining
Statement of Net
Position

	Workers'	Liability	Property	Primary	CWIC	Eliminations	Total
	Compensation			Insurance			
ASSETS							
Current Assets							
Cash and cash equivalents	\$ 1,177,913	\$ 471,673	\$ 97,163	\$ 14,637	\$ 1,022,718	\$ -	\$ 2,784,104
Investments	551,123	220,687	45,461	6,848	-	-	824,119
Accounts receivable:							
General	310,976	1,444,517	-	-	45,966	-	1,801,459
Deductible recoverable					35,125		35,125
Interest	98,460	73,456	640	485	126	-	173,167
Due from subsidiary	445,151	20,123	-	-	-	(465,274)	-
Prepaid expenses	-	4,165,720	-	547,846	5,586	(1,882,341)	2,836,811
Total Current Assets	2,583,624	6,396,176	143,264	569,815	1,109,521	(2,347,615)	8,454,785
Noncurrent Assets							
Investments	13,568,918	5,433,422	1,119,262	168,606	15,037,169	-	35,327,377
Investment in subsidiary	750,000	615,000	-	-	-	(1,365,000)	-
Total Assets	16,902,542	12,444,598	1,262,526	738,421	16,146,690	(3,712,615)	43,782,162
LIABILITIES							
Current Liabilities							
Accounts payable	390,193	48,702	91,662	1,662	234,122	-	766,341
Due to CSRMA	-	-	-	-	465,274	(465,274)	-
Unearned revenue	-	4,376,720	-	580,263	1,882,341	(1,882,341)	4,956,983
Current portion of unpaid claims and claim adjustment expense	3,500,000	1,500,000	100,000	-	1,500,000	-	6,600,000
Total Current Liabilities	3,890,193	5,925,422	191,662	581,925	4,081,737	(2,347,615)	12,323,324
Noncurrent Liabilities							
Unpaid claims and claim adjustment expense	6,761,196	900,807	579,800	-	6,567,708	-	14,809,511
Total Liabilities	10,651,389	6,826,229	771,462	581,925	10,649,445	(2,347,615)	27,132,835
NET POSITION							
Paid-in capital	-	-	-	-	1,365,000	(1,365,000)	-
Unrestricted	6,251,153	5,618,369	491,064	156,496	4,132,245	-	16,649,327
Total Net Assets	\$ 6,251,153	\$ 5,618,369	\$ 491,064	\$ 156,496	\$ 5,497,245	\$ (1,365,000)	\$ 16,649,327

STATEMENT OF
REVENUES,
EXPENSES,
AND CHANGES
IN NET
POSITION

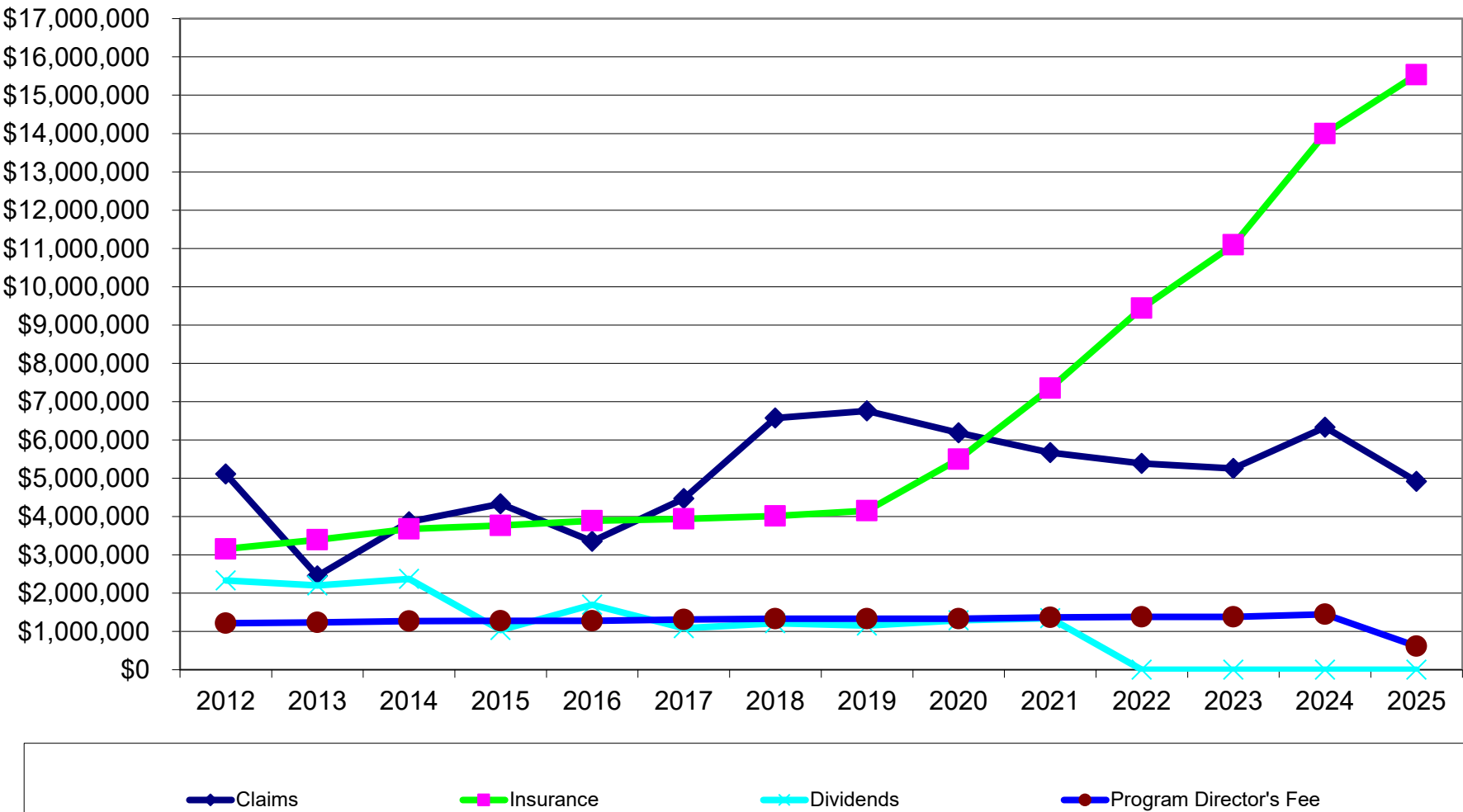
Primary drivers:

Member Contributions
up \$1.6M

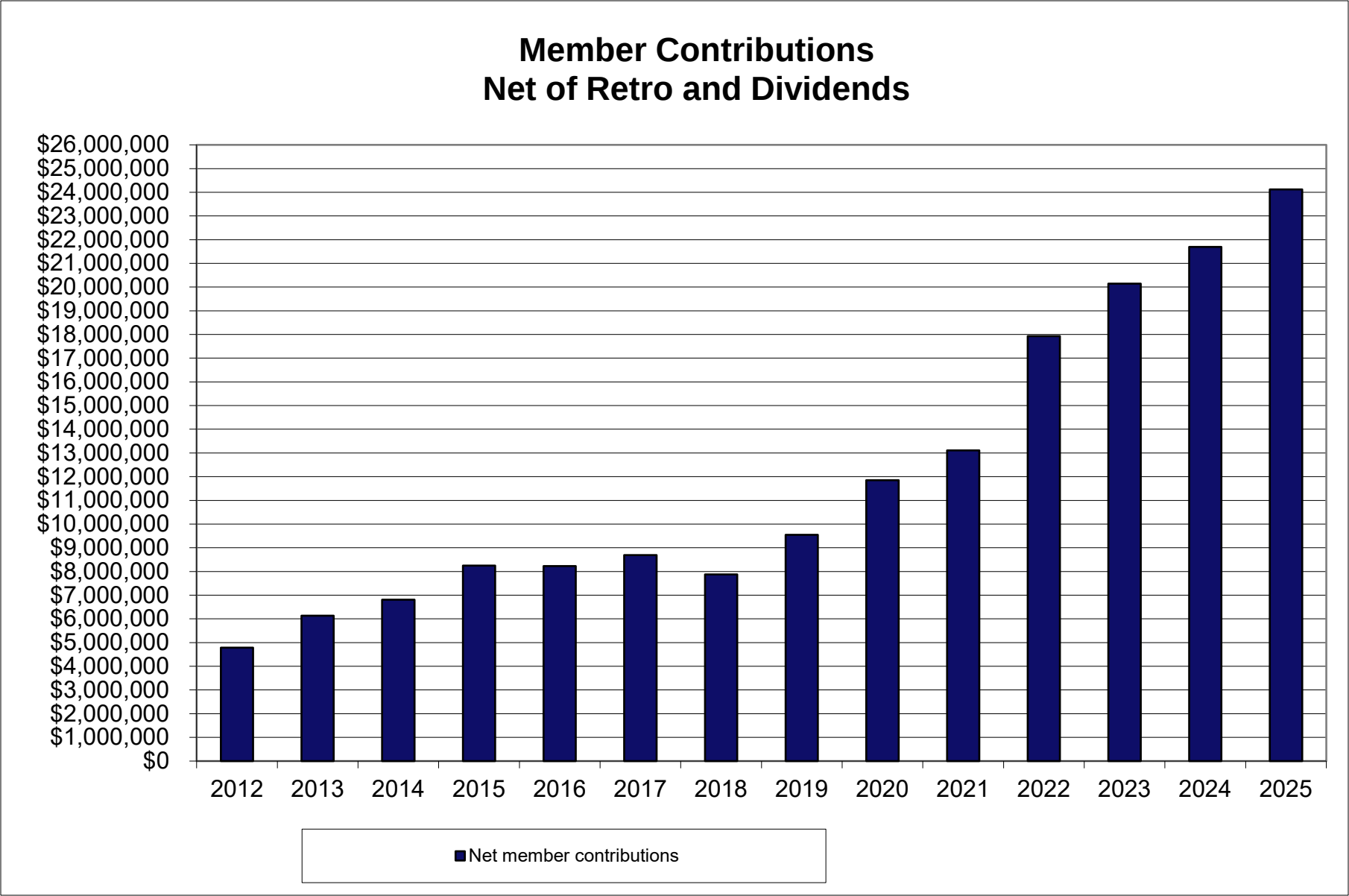
Claims Expense up
\$1.4M

Insurance Premiums up
\$1.5M

Key Expenses



STATEMENT OF
REVENUES,
EXPENSES,
AND CHANGES
IN NET
POSITION



Statement of Revenues, Expenses and Changes in Net Position

	2025	2024
REVENUES		
Member contributions	\$ 24,099,563	\$ 22,495,000
Retrospective contributions	16,021	(802,167)
Member fees	1,450,834	1,431,038
Total Operating Revenues	25,566,418	23,123,871
OPERATING EXPENSES		
Program expenses:		
Provision for unpaid claims and claim adjustment expenses	4,913,870	6,512,025
Insurance expense	15,536,341	13,997,753
Management consultants	612,629	539,248
Program directors fee	1,475,599	1,447,093
Other program expenses	418,215	360,531
Total program expenses	22,956,654	22,856,650
General and administrative expenses	416,765	221,159
Total operating expenses	23,373,419	23,077,809
Operating income (loss)	2,192,999	46,062
NONOPERATING REVENUES		
Investment income	2,620,118	1,756,065
Change in Net Position	4,813,117	1,802,127
Net Position, Beginning of year	11,836,210	10,034,083
Net Position, End of year	\$ 16,649,327	\$ 11,836,210

Combining Statement of Revenues, Expenses and Changes in Net Position

	Workers' Compensation	Liability	Property	Primary Insurance	CWIC	Eliminations	Total
REVENUES							
Member contributions	\$ 5,683,829	\$ 7,410,572	\$ 10,070,004	\$ 935,158	\$ 7,040,911	\$ (7,040,911)	\$ 24,099,563
Retrospective contributions	(259,864)	275,885	-	-	-	-	16,021
Member fees	434,999	685,998	192,000	137,837	-	-	1,450,834
Total Operating Revenues	5,858,964	8,372,455	10,262,004	1,072,995	7,040,911	(7,040,911)	25,566,418
OPERATING EXPENSES							
Program expenses:							
Provision for unpaid claims and claim adjustment expenses	(608,758)	(295,717)	166,646	-	5,651,699	-	4,913,870
Insurance expense	5,391,617	6,998,010	9,304,157	862,769	20,699	(7,040,911)	15,536,341
Management consultants	202,151	195,456	68,709	36,313	110,000	-	612,629
Program directors fee	434,999	686,000	192,000	138,000	-	-	1,450,999
Other program expenses	172,259	112,267	14,183	8,683	135,424	-	442,816
Total program expenses	5,592,268	7,696,016	9,745,695	1,045,765	5,917,822	(7,040,911)	22,956,655
General and administrative expenses	68,376	109,956	19,553	19,553	199,327	-	416,765
Total operating expenses	5,660,644	7,805,972	9,765,248	1,065,318	6,117,149	(7,040,911)	23,373,420
Operating income (loss)	198,320	566,483	496,756	7,677	923,762	-	2,192,998
NONOPERATING REVENUES							
Investment income	960,468	473,484	42,244	9,148	1,134,774	-	2,620,118
Change in Net Position	1,158,788	1,039,967	539,000	16,825	2,058,536	-	4,813,116
Net Position, Beginning of year	5,092,365	4,578,402	(47,936)	139,671	2,073,709	-	11,836,211
Net Position, End of year	\$ 6,251,153	\$ 5,618,369	\$ 491,064	\$ 156,496	\$ 4,132,245	\$ -	\$ 16,649,327

Claims
Reconciliation

WC covered by CWIC
starting 7/1/23

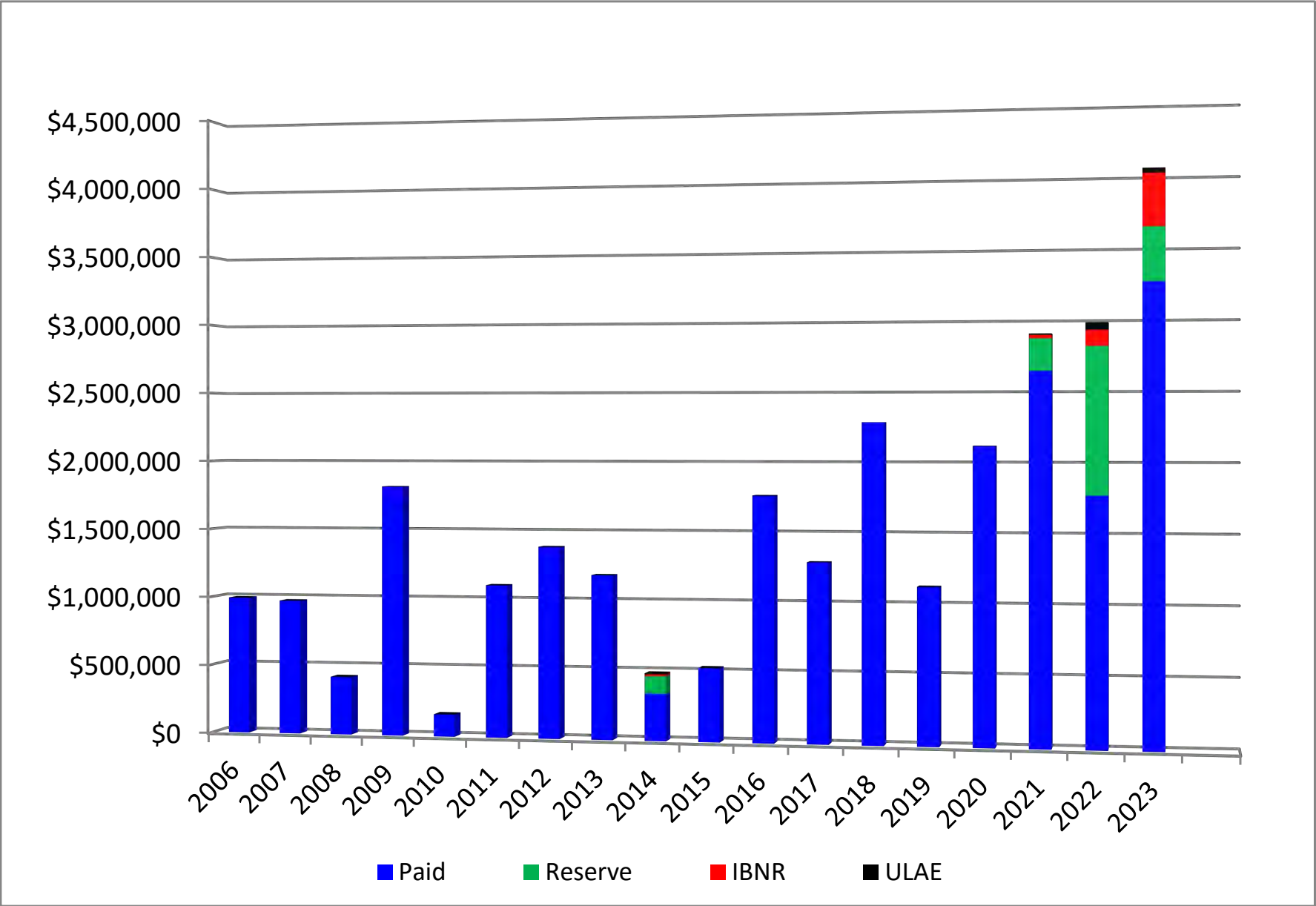
Liability covered by
CWIC 12/31/23

	Workers Compensation		Liability		Property		CWIC*		Totals	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
Unpaid claims and claim adjustment expenses at beginning of year	\$ 12,868,185	\$ 16,610,904	\$ 4,873,957	\$ 4,384,944	\$ 849,659	\$ 861,526	\$ 4,306,777	\$ -	\$ 22,898,578	\$ 21,857,374
Incurred claims and claim adjustment expenses:										
Provision for insured events of the current year	-	-	3,264,230	1,297,550	416,739	357,797	7,211,209	4,440,092	10,892,178	6,095,439
Increase/(decrease) in provision of insured events of prior years	(608,758)	(1,253,157)	(3,559,947)	1,263,520	(250,093)	224,002	(1,559,510)	-	(5,978,308)	234,365
Total incurred claims and claim adjustment expenses	(608,758)	(1,253,157)	(295,717)	2,561,070	166,646	581,799	5,651,699	4,440,092	4,913,870	6,329,804
Payments:										
Claim and claim adjustment expenses attributable to insured events of the current year	-	-	2,477,656	22,994	89,968	34,325	784,174	133,315	3,351,798	190,634
Claim and claim adjustment expenses attributable to insured events of the prior years	1,998,231	2,489,562	(300,223)	2,049,063	246,537	559,341	1,106,594	-	3,051,139	5,097,966
Total Payments	1,998,231	2,489,562	2,177,433	2,072,057	336,505	593,666	1,890,768	133,315	6,402,937	5,288,600
Total unpaid claims and claims adjustment expenses	\$ 10,261,196	\$ 12,868,185	\$ 2,400,807	\$ 4,873,957	\$ 679,800	\$ 849,659	\$ 8,067,708	\$ 4,306,777	\$ 21,409,511	\$ 22,898,578
Claims reserves	\$ 4,495,793	\$ 5,374,510	\$ 1,775,569	\$ 2,139,499	\$ 601,632	\$ 750,977	\$ 2,486,386	\$ 593,908	\$ 9,359,380	\$ 8,858,894
Claims incurred but not reported (IBNR)	4,463,531	6,243,553	521,854	2,524,575	45,797	58,222	5,581,322	3,712,869	10,612,504	12,539,219
Unallocated loss adjustment expenses (ULAE)	1,301,872	1,250,122	103,384	209,883	32,371	40,460	-	-	1,437,627	1,500,465
	10,261,196	12,868,185	2,400,807	4,873,957	679,800	849,659	8,067,708	4,306,777	21,409,511	22,898,578
Current portion	(3,500,000)	(3,500,000)	(1,500,000)	(1,500,000)	(100,000)	(100,000)	(1,500,000)	(1,500,000)	(6,600,000)	(6,600,000)
Non-current portion	\$ 6,761,196	\$ 9,368,185	\$ 900,807	\$ 3,373,957	\$ 579,800	\$ 749,659	\$ 6,567,708	\$ 2,806,777	\$ 14,809,511	\$ 16,298,578

*The breakdown of line of coverages can be found on the CWIC audit report.

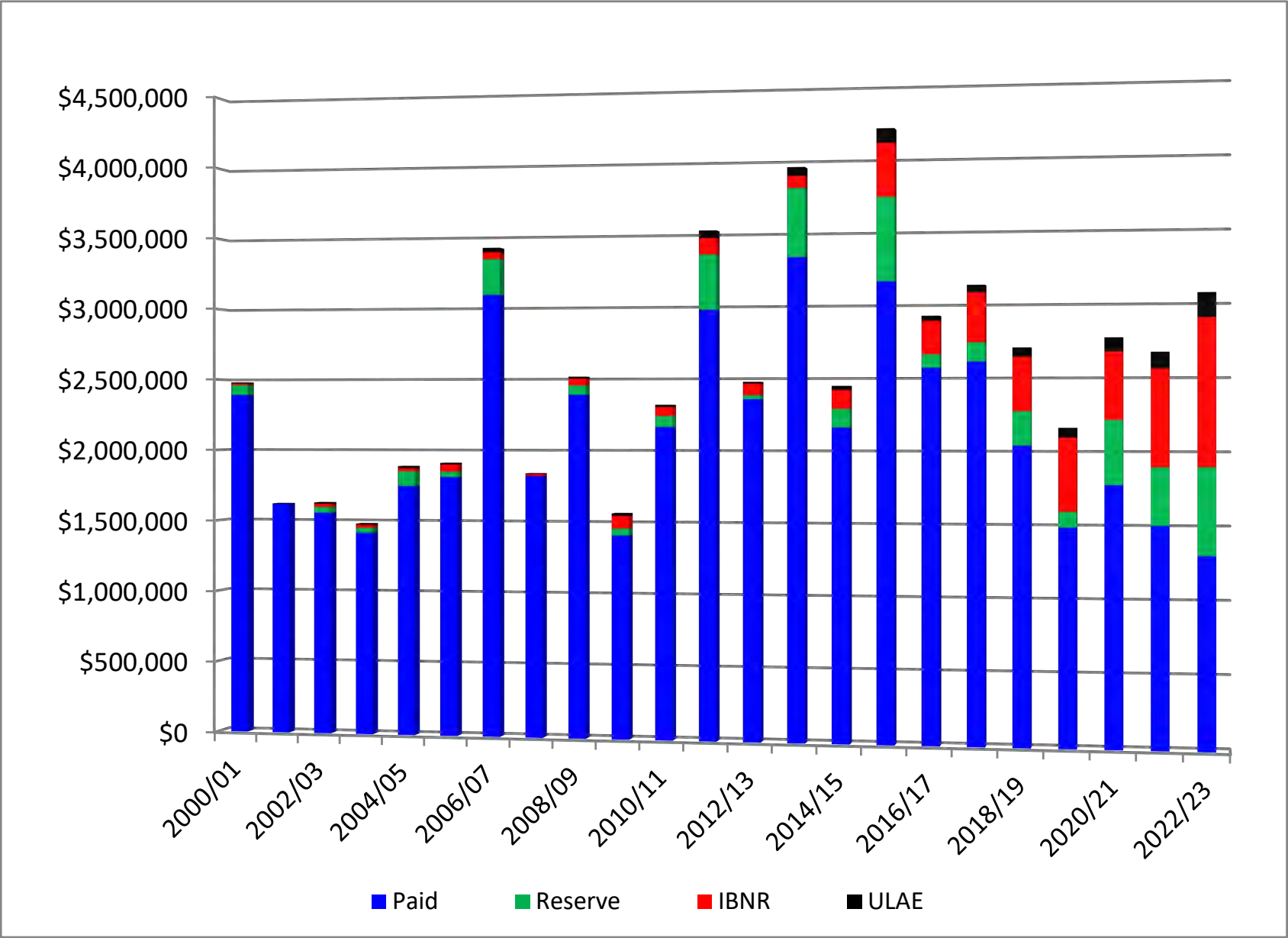
Claims Graph – Liability.

Liability covered by CWIC 12/31/23

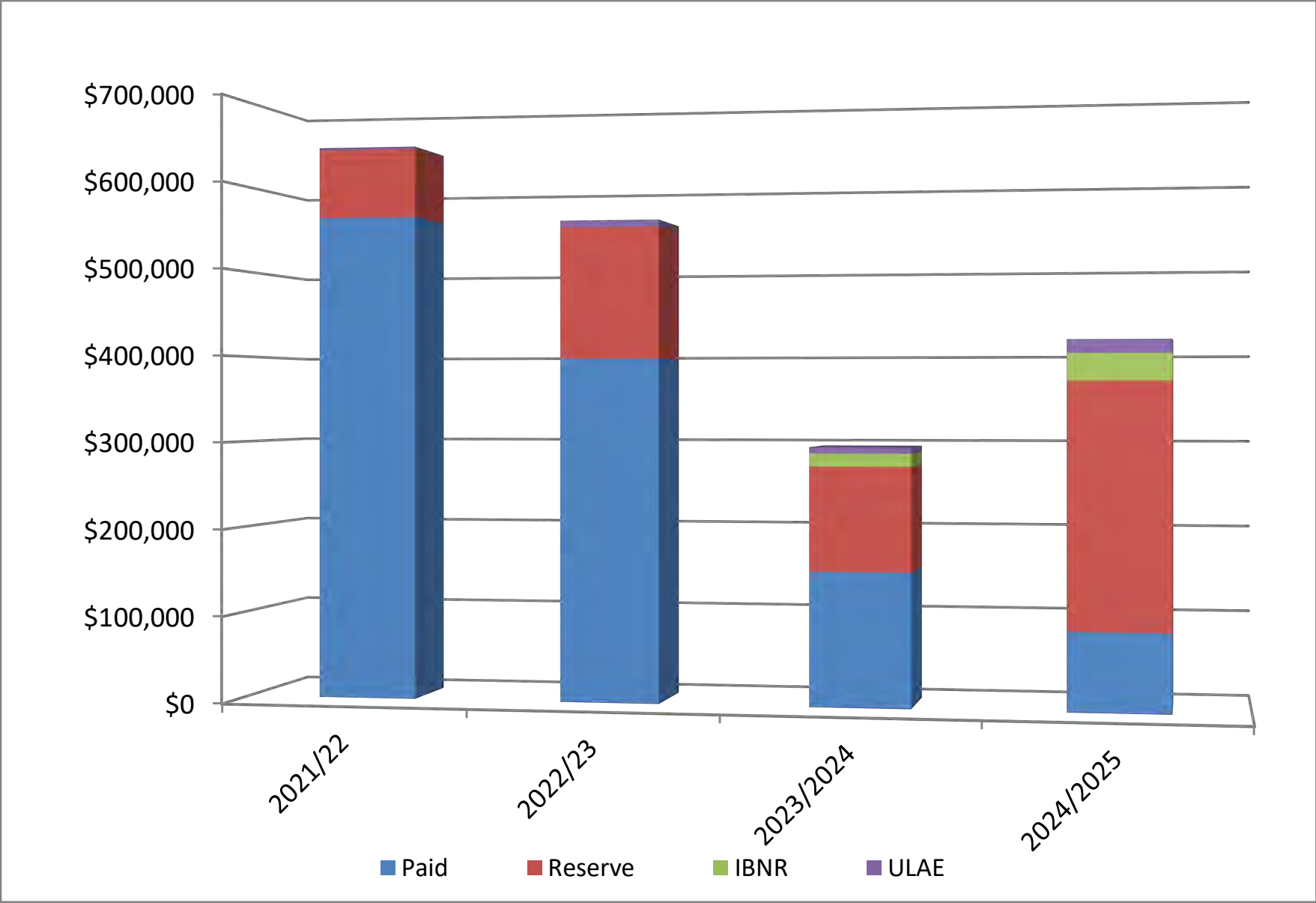


Claims Graph – Workers Compensation

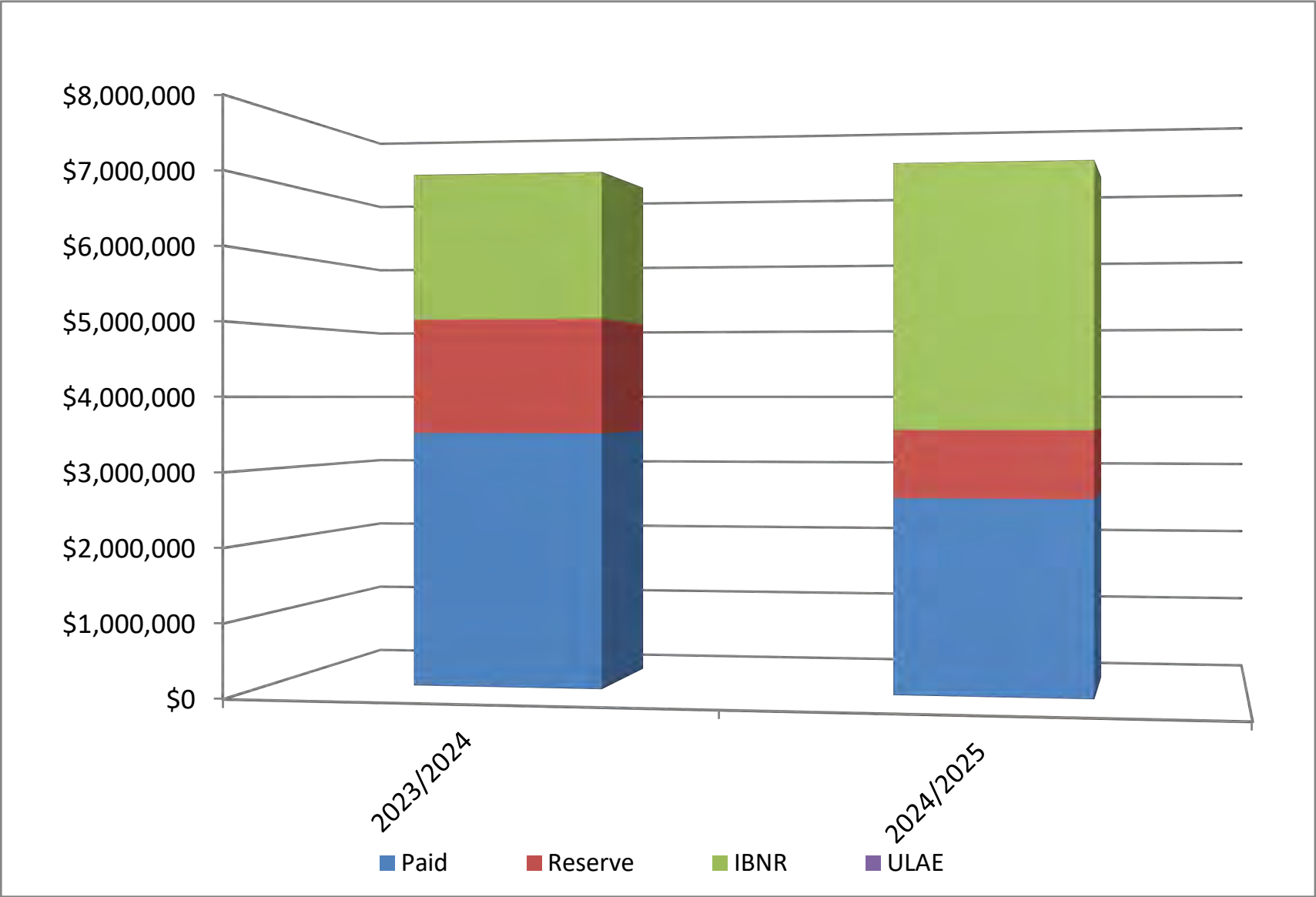
WC covered by
CWIC starting
7/1/23



Claims Graph – Property



Claims Graph – CWIC



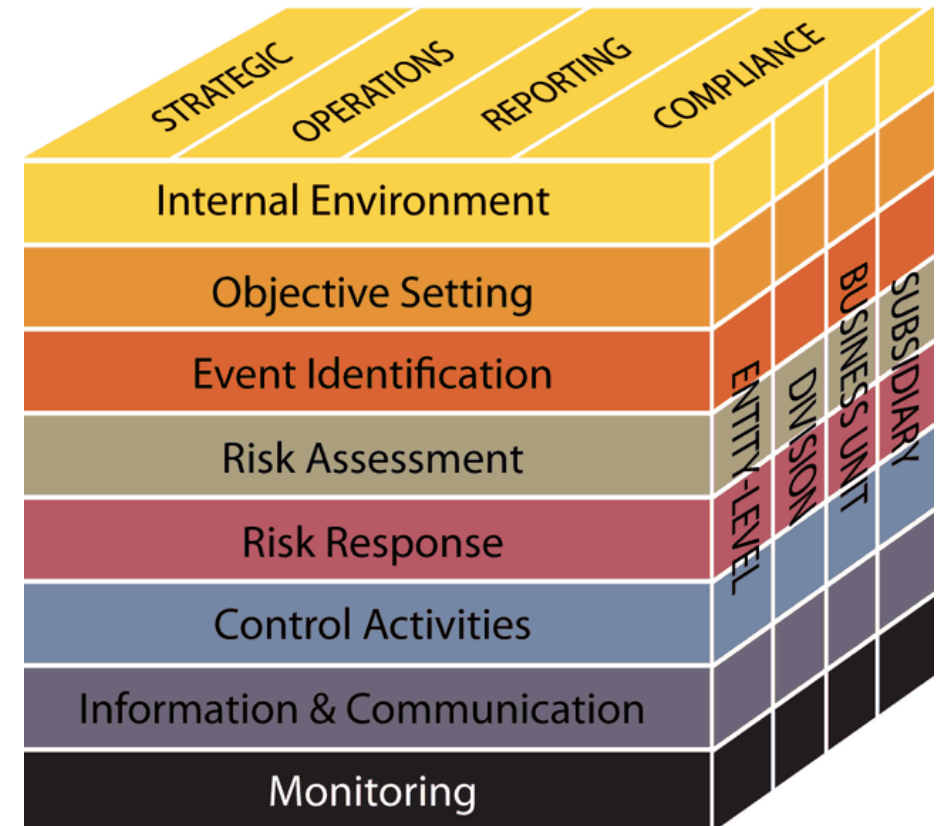
Industry under stress

- Public Entity Exposures
 - Liability claims costing more
 - Employment practices
 - Molestation claims
 - Special education related claims
 - Property claims; Wildfire, Flood
 - Cyber
- Impact:
 - Increase in insurance costs
 - Carriers may require you to retain more
 - This may put more demands on your capital



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL AND COMPLIANCE

- No Material Weaknesses identified
- No instances of noncompliance identified



“If you have
Money,
you have
Options.”

James Marta, CPA, CGMA, ARPM

“The law of
Averages
demands its
payment.”

James Marta, CPA, CGMA, ARPM

“You have
a lot of problems.
We don’t want
to be
Another One”

James Marta, CPA, CGMA, ARPM
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“Moderation”

James Marta, CPA, CGMA, ARPM
© 2025 James Marta & Company

“Saving Money
is Our Business...
Business is Good”

James Marta, CPA, CGMA, ARPM
© 2025 James Marta & Company

“I Told
You So”

James Marta, CPA, CGMA, ARPM

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Conclusion

- We would like to thank the Alliant staff for their efforts to make this a successful audit.
- Tami Giovanni
- Seth Cole
- Myron Leavell

QUESTIONS?

James Marta CPA, CGMA, ARPM



LRP Discussion Topics & Hotel

ISSUE: Every year the Program Administrators arrange an off-site Long-Range Planning Session as directed by the Executive Board. These sessions allow the Executive Board to review last year's accomplishments as well as project future goals and concepts for the JPA and its members.

The Program Administrators have obtained proposal from properties around Northern California, as noted below:

- The Lodge at Bodega Bay
- The Lodge at Sonoma
- The Lodge at Tiburon

The selected hotels are available at this time. The proposed cost estimates & brochures for the above hotels are attached for the Executive Board's review.

The draft agenda and discussion topics based on feedback received from the Executive Board is also attached to this item for review and discussion.

RECOMMENDATION: The Program Administrators recommend that the Executive Board discuss the options presented and provide direction for the 2026 Long Range Planning Session.

FISCAL IMPACT: The CSRMA Executive Board/OC expense budget for the March 2026 LRP Session is \$20,000. In 2025, the cost of the hotel accommodations and catering was \$18,968.18. The proposed cost estimates for the 2026 LRP Session will be finalized after the venue has been selected.

BACKGROUND: In March 2025, the Long - Range Planning Session was held at the Hilton Santa Barbara Beachfront Resort.

In the past, the Executive Board has utilized the services of a facilitator during the Long-Range Planning Sessions. Rick Brush provided facilitation services for the LRP sessions since 2020. He is available for the 2026 session.

ATTACHMENTS: 1) LRP Agenda & Discussion Topics – Draft
2) Hotel Proposed Cost Estimates & Brochures (Handout)

DRAFT
2026 Long-Range Planning Session

Kick Off Activity - TBD

Discussion Items

- A. Risk Control Work Plan
- B. Risk Management Scholarship Fund
 - a. CPRO W-2
 - b. Other
- C. CSRMA in 10 Years
 - a. Cater to the Future Buyer, Create Efficiencies (AI, Technology), More Service Offerings, CWIC.
- D. Artificial Intelligence Phase II
- E. Risks of AI
- F. Pooling Option for PIP Members
- G. Parametric Insurance

Member Survey

Proposed 2026 Meeting Calendar

ISSUE: The Executive Board reviewed a preliminary calendar at their last meeting, deciding on two virtual and four in-person meetings for the year with direction given to look at alternative dates to accommodate the Executive Board members who have known conflicts, if any.

The Executive Board should review the final proposed meeting dates and approve a calendar for the upcoming year.

RECOMMENDATION: The Program Administrators recommend that the Executive Board approve their dates on the 2026 meeting calendar.

FISCAL IMPACT: None.

BACKGROUND: Every year the Executive Board adopts a meeting calendar. The Executive Board Meetings are included in that calendar.

ATTACHMENTS: Proposed 2026 Meeting Calendar

CSRMA MEETING CALENDAR 2026

JANUARY	FEBRUARY	MARCH	APRIL
CSRMA EB - TUE - 13	CSRMA LIAB (TC) - TUE - 17	CSRMA LRP - SUN - TUE - 1, 2, 3	CSRMA FIN - TUE - 27 (SFO)
CSRMA BD - WED - 14	CSRMA WC - THUR - 19 (SFO)		
CASA January 13 - 16	PARMA February 24 - 27		
Indian Wells	Monterey		
MAY	JUNE	JULY	AUGUST
CSRMA LIAB (TC) - MON - 4	CSRMA EB (TC) - MON - 8		CSRMA EB - TUE - 4
CSRMA OC (TC) - TUES - 5	CSRMA BOD (TC) - WED - 17		CSRMA BD - WED - 5
CSRMA WC (TC) - THUR - 14	CSRMA OC (TC) - WED - 24		
			CASA August 4 - 7
			Napa
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CSRMA LIAB - TUE - 8 (WC OFFICE)	CSRMA EB - MON - 5 (SFO)	CSRMA FIN (TC) - MON - 9	CSRMA EB (TC) - MON - 7
CSRMA OC (TC) - FRI - 11	CSRMA WC (TC) - WED - 14	CSRMA LIAB - MON - 16 (WC OFFICE)	CSRMA OC (TC) - THUR - 10
	CSRMA OC (TC) - FRI - 30		
CAJPA September 15 - 18			
South Lake Tahoe			

Meetings in RED are IN-PERSON

Pooled Liability Program
Retrospective Rating Calculation at 6/30/25

ISSUE: Each year the Program Administrators perform the Retrospective Rating Calculation for prior program years based on the formula adopted by the Board of Directors. The calculation grants either a monetary return, or an assessment to members based on their individual experience and the experience of the group as a whole. Retro adjustments appear as a debit or credit on member's December 31, 2025 renewal invoices.

The Retrospective Rating Calculation based on updated loss information and financial data as of June 30, 2025 has been completed. The calculation results in an adjustment of \$1,427,583 to be collected from the membership for all years being calculated, in total.

\$1.3M was returned to the membership in previous retro calculations for PY 2020-21. Claims in PY 2020-21 have developed unfavorably, and the Program must now collect the funds previously returned from the members. The Pooled Liability Committee is recommending that members be given the option to pay the funds in a lump sum or in annual installments (up to 3-years @ 2% interest) if the retro adjustment is financial hardship to their agency.

RECOMMENDATION: The Pooled Liability Committee recommends to the Executive Board that a total of \$1,427,583 for Program Years 2014-15 through 2020-21 be collected from the membership based on the attached schedule.

FISCAL IMPACT: \$1,427,583 to be collected from the members. Based on the draft audited financials as of 6/30/25, the retained funds in the Program were \$5,618,369.

BACKGROUND: The Retro plan was adopted in 1987 as the mechanism to spread equitably losses amongst members. Having implemented the recommended changes in process and consistent with last year's retro calculation, each program year will be evaluated beginning three and a half years (42) months after expiration and annually thereafter. The retro calculation is performed based on financial data as of June 30. Major components of the retrospective rating plan include:

- Paid Losses
- Claims Reserves
- Incurred but not reported (IBNR) losses
- Administrative Costs
- Investment Income

After the calculation is run, retro deposit (premium) adjustments appear as a debit or credit on member's renewal invoices. The calculation is performed by a computer program, which applies the retro formula adopted by the Board of Directors.

ATTACHMENTS: June 30, 2025 Retrospective Rating Adjustment Schedule

CSRMA Liability Program
Calculation of Retro Adjustments - Losses valued at June 30, 2025

Member Name	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	Total Selected Years
Carmel S.D.	-	-	-	(1,493)	-	4,312	17,253	20,072
Carpinteria S.D.	-	2,687	-	(1,285)	-	3,688	-	5,090
Central Marin S.A.	-	3,312	-	(1,927)	-	5,947	19,422	26,754
Delta Diablo S.D.	-	7,479	-	(3,707)	-	9,846	34,981	48,599
Dublin San Ramon Services Dist	-	9,695	-	(5,574)	-	16,321	45,301	65,743
East Bay Discharges Authority	-	1,825	-	(1,084)	-	-	12,957	13,698
Encina Admin. Agency	-	9,539	-	(3,978)	-	14,443	55,573	75,577
Fairfield/Suisun S.D.	-	6,148	-	(2,788)	-	7,999	31,357	42,716
Goleta S.D.	-	5,039	-	(2,554)	-	7,603	23,779	33,867
Ironhouse S.D.	-	5,073	-	(2,358)	-	7,086	26,001	35,802
Lake Arrowhead C.S.D.	-	5,894	-	(3,024)	-	8,500	(36,549)	(25,179)
Las Gallinas Valley S.D.	-	4,033	-	(1,947)	-	-	21,815	23,901
Leucadia County W.D.	-	4,662	-	(2,208)	-	6,359	25,131	33,944
Montecito S.D.	-	2,499	-	(1,209)	-	3,346	14,377	19,013
Monterey Regional W.P.C.A.	-	9,173	-	(4,877)	-	13,678	39,663	57,637
Mt. View Sanitary District	-	3,857	-	(1,173)	-	3,467	(8,116)	(1,965)
Nevada County SD							5,778	5,778
North of River S.D.	-	6,246	-	(3,045)	-	-	29,884	33,085
Novato S.D.	-	6,953	-	(3,111)	-	9,126	31,864	44,832
Ojai Valley S.D.	-	3,824	-	(1,827)	-	5,274	18,355	25,626
Oro Loma S.D.	-	4,057	-	(2,003)	-	5,115	56,298	63,467
San Elijo JPA	-	2,085	-	(1,109)	-	3,046	13,278	17,300
Sanitary Dist. No. 1 of Marin	-	-	(101)	(2,428)	-	6,713	-	4,184
Sanitary Dist. No. 5 of Marin	-	1,936	-	(1,028)	-	2,830	12,998	16,736
Santa Margarita WD	-	23,375	-	-	-	33,185	231,369	287,929
Sausalito Marin City S.D.	-	1,956	-	(1,032)	-	2,833	13,003	16,760
Selma-Kingsburg-Fowler S.D.	-	5,396	-	-	-	-	26,178	31,574
Sewer Authority of Mid-Coastside	(101)	786	-	(2,188)	-	-	-	(1,503)
S.A.S.M.	-	2,864	-	(1,455)	-	4,468	16,068	21,945
South Bayside S.A.	-	7,267	-	-	-	11,198	36,046	54,511
South Orange County Wastewater Authority	-	9,214	-	(4,642)	-	12,709	39,805	57,086
Stege S.D.	-	5,410	-	-	-	-	-	5,410
Tahoe-Truckee S.A.	-	3,655	-	-	-	5,002	17,131	25,788
Truinfo County S.D.	-	4,210	-	(1,876)	-	5,843	(10,048)	(1,871)
Union Sanitary Distirct	-	3,610	-	(1,907)	-	5,277	28,484	35,464
Vallejo Sanitation & Flood	-	2,614	-	(1,369)	-	5,782	30,227	37,254
Ventura Regional S.D.	-	3,193	-	(1,786)	-	4,372	(5,797)	(18)
Victor Valley W.R.A.	-	8,360	-	-	-	-	34,143	42,503
West Bay S.D.	-	-	-	(2,451)	-	6,816	26,013	30,378
West Contra Costa S.D.	-	5,007	-	(2,632)	-	7,234	33,243	42,852
West Valley S.D.	-	8,538	-	(4,038)	-	12,067	38,677	55,244
Total All Members	(101)	201,471	(101)	(81,113)	-	261,485	1,045,942	1,427,583

Pooled Liability Program
Program Year 40 (2025-26) Renewal

ISSUE: The Pooled Liability Program will be renewing December 31, 2025. The Executive Board should consider a recommendation for the renewal.

CWIC's actuary is projecting a substantial year-over-year increase in funding based on industry loss development. Given this increase, options at various Program structures ranging from self-funding the pooled layer to using 'net position' in the Program to offset the proposed increase in CWIC gross premium were considered by the Pooled Liability Committee. The Committee is recommending **Option #6** "Self-Fund Member Deductible to \$750K + CWIC Gross Premium without Risk Load (\$250K xs \$750K)" on the attached.

At this writing we are about 4 weeks out from the renewal and are currently negotiating the reinsurance and excess insurance with the incumbent markets and having conversations with potential alternative markets. We continue to be in a challenging insurance environment, and we may need to restructure the program as carriers look to further reduce their capacity and increase retentions in California. Based on early conversations with the lead reinsurer on the program (Munich Re), we expect they will continue to provide \$10M in capacity however, they will likely require an increase in the self-insured retention from \$750K to \$1M. AWAC provides the top layer of coverage and may look to reduce their capacity from \$10M to \$5M, necessitating the need to potentially introduce new capacity to the program.

An update on the estimated reinsurance / excess costs will be provided at the meeting.

RECOMMENDATION: The Pooled Liability Committee is recommending that the Executive Board renew the Program at a total estimated cost of \$10,175,493.

FISCAL IMPACT: The charts attached to this item depict the Program Administrators' expectation of the Program's renewal costs at various Program structures with estimated reinsurance / excess costs. **Option #6** is the recommended option.

BACKGROUND: A description of each line item in the charts follows, as well as a discussion of other issues:

1. Pool Deposits /
CWIC Gross Premium: This is CWIC's actuary's suggested "Gross Premium" to fund losses in the pooled layer + administrative expenses. Options have been provided at various program structures.

2. Reinsurance / Excess Cost: This is an estimate of the reinsurance / excess cost net of commission.
3. Fixed Expenses: Estimated expenses to operate the program which include an allocation of overall JPA expenses.
4. Pool Deposit Fees: Fees paid to the program administrator per its contract and CSRMA's budget. Where Alliant is paid a commission on the reinsurance/excess insurance placement, the commission will offset the pool deposit fee.

There are three components of this year's renewal that merit further discussion. They are Pool Deposits / CWIC Gross Premium, Reinsurance / Excess Insurance Costs, and Fixed Expense (JPA Charge).

Alliant's actuarial team performed the actuarial analysis to develop the "CWIC gross premium". The analysis includes the costs to fund losses at various attachment points, underwriting margin and CWIC's administrative expenses. The actuary is projecting a substantial year-over-year increase in funding based on industry loss development. Because of the proposed increase in the CWIC gross premium, several options at various Program structures were provided for consideration.

The Program Administrators are currently negotiating reinsurance and excess insurance renewals with underwriters, as discussed in the Issue section. The Program Administrators have conservatively estimated the reinsurance and excess insurances cost to increase 15%.

The Fixed Expense (JPA Charge) is expected to increase by approximately 12.13% (\$53,169), largely due to an increase in the approved Risk Control Work Plan and the costs associated with development of a large language model (LLM).

Other Factors to Consider

Stop Loss Aggregate

Stop Loss Aggregate coverage is designed to protect pool (CWIC) assets against a series of catastrophic events in the pooled layer (member deductible - \$750K or \$1M) in a single Program Year. Based on historical loss experience in the Program and the pricing/structure to secure Stop Loss Aggregate coverage, CSRMA has elected not to purchase this coverage in the past. Should the loss experience in the Program change such that Stop Loss Aggregate coverage warrants consideration, the Program Administrators will bring this item back to the Committee for further discussion.

Employment Practices Liability (EPL) Deductible Reduction Incentive Program Update

The Program Administrators have sent regular reminders to the members regarding the Board adopted EPL Deductible Reduction Incentive Program that became effective 12/31/23. Members who did not meet the eligibility requirements had their EPL deductible increased from \$25,000 to \$50,000. Member eligibility is reviewed annually.

ATTACHMENTS: PY 40 Renewal Options.

PY 40 RENWAL OPTIONS

Option #1 CWIC Gross Premium with Risk Load

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
CWIC Gross Premium + Risk Load	3,764,684	6,830,175	3,065,491	81.43%
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	<u>686,000</u>	<u>686,000</u>	<u>0</u>	<u>0.00%</u>
Total Expected Costs	8,753,445	12,451,776	3,698,331	42.25%

Option #2 CWIC Gross Premium without Risk Load

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
CWIC Gross Premium - Risk Load	3,764,684	\$5,305,348	1,540,664	40.92%
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	<u>686,000</u>	<u>686,000</u>	<u>0</u>	<u>0.00%</u>
Total Expected Costs	8,753,445	10,926,949	2,173,504	24.83%

Option #3 CWIC Gross Premium without Risk Load and Transfer CSRMA Net Position to CWIC

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
CWIC Gross Premium - Risk Load	3,764,684	\$5,305,348	1,540,664	40.92%
Transfer CSRMA Net Position to CWIC	NA	-1,000,000	NA	NA
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	<u>686,000</u>	<u>686,000</u>	<u>0</u>	<u>0.00%</u>
Total Expected Costs	8,753,445	9,926,949	1,173,504	13.41%

PY 40 RENWAL OPTIONS

Option #4 Self Fund Member Deductible to SIR

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
Pool Deposit (Self-Fund)	3,764,684	3,605,000	-159,684	-4.24%
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	686,000	686,000	0	0.00%
Total Expected Costs	8,753,445	9,226,601	473,156	5.41%

Option #5 Self-Fund Member Deductible to \$500K + CWIC Gross Premium without Risk Load (\$500K xs \$500K)

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
Pool Deposit (Self-Fund to \$500K)	3,764,684	2,590,194	-1,174,490	-31.20%
CWIC Gross Premium - Risk Load (\$500K xs \$500K)	NA	2,591,479	NA	NA
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	686,000	686,000	0	0.00%
Total Expected Costs	8,753,445	10,803,274	2,049,829	23.42%

Option #6 Self-Fund Member Deductible to \$750K + CWIC Gross Premium without Risk Load (\$250K xs \$750K)

	\$750K SIR	\$1M SIR		
	PY 39	PY 40		
	2024/25	2025/26		
	\$25.75	\$26.00		
Expense Item	million limit	million limit	Change	
Pool Deposit (Self-Fund to \$750K)	3,764,684	\$3,278,000	-486,684	-12.93%
CWIC Gross Premium - Risk Load (\$250K xs \$750K)	NA	1,275,892	NA	NA
Est. Reinsurance/Excess Costs (Net)	3,864,474	4,444,145	579,671	15.00%
Est. Fixed Expense (JPA Charge)	438,287	491,456	53,169	12.13%
Pool Deposit Fees	686,000	686,000	0	0.00%
Total Expected Costs	8,753,445	10,175,493	1,422,048	16.25%

Pooled Liability Program
Dividend Calculation as of 6/30/25

ISSUE: The Pooled Liability Program Policy & Procedure No. 5-L allows for dividends to be declared from completed program years if the following requirements are met:

- Dividends can be declared only if, on an aggregate basis, all eligible program years are fully funded at the confidence level established in the procedure, and the retained fund amount is in excess of seven (7) times the pooled layer program's per occurrence limit currently in force prior to the dividend calculation, ***subject to a minimum retained fund balance in the program after the dividend is calculated in the amount of \$5,000,000.***
- Dividends cannot be declared sooner than five years after expiration of a program year.
- No more than 25% of any years' retained earnings will be declared as dividends.

Program Years 1986/87, 1988/89 through 1994/95, 1997/98, 1999/00, 2001/02 through 2003/04, 2005/06 through 2016/17, 2018/19 and 2019/20 are eligible for dividend declaration.

As of June 30, 2025, the Pooled Liability Program retained funds were \$5,618,369. The Pooled Liability Committee considered declaration of a partial dividend in the amount of \$618,369, however they are not recommending that a partial dividend be declared.

RECOMMENDATION: None. Information only.

FISCAL IMPACT: Declaration of the calculated dividend would reduce the program's retained funds by \$1,705,992, below the minimum retained fund balance threshold of \$5,000,000.

BACKGROUND: The Authority has two mechanisms with which to return retained earnings to members. The retrospective rating plan does not generally return all retained funds to members. Therefore, the authority adopted Policy & Procedure No. 5-L in order to distribute the balance of retained funds to members. Unlike the retro plan, all members are eligible to receive dividends even if a member has had a poor loss experience in the program year for which a dividend is being declared.

The dividend is calculated using the liability program matrix as of June 30, and the retrospective rating plan calculation as of June 30.

ATTACHMENTS: 1) CSRMA PLP Manual P & P #5L: Pooled Liability Program Dividend from Retained Funds.

Pooled Liability Program Manual

CSRMA POLICY AND PROCEDURE #5-L

SUBJECT: Pooled Liability Program Dividend from Retained Funds

EFFECTIVE: January 19, 2001
Revised January 28, 2021

Policy:

Participants in the Pooled Liability Program will receive dividends from funds that are no longer required by the Authority, and in a manner which supports the following goals:

-) Protect the overall program from catastrophic loss
-) Reduce reliance on non cost-effective insurance
-) Stabilize future years' loss rates for payment of expected claims and expenses

An actuarial study will be relied upon to develop the funding necessary on prior program years; to assure that adequate funds are held for incurred liabilities. Funding in excess of the Program's liabilities is categorized as either designated or undesignated retained funds. Retained Funds not returned automatically through the Retrospective Rating Plan (RRP) are eligible to be paid to members participating in that program year in the form of a dividend declared by the Board of Directors.

Dividends can be declared only if, on an aggregate basis, all eligible program years are fully funded at the confidence level established in the procedure below, and the retained fund amount is in excess of seven (7) times the pooled layer program's per occurrence limit currently in force prior to the dividend calculation, subject to a minimum retained fund balance in the program after the dividend is calculated in the amount of \$5,000,000 (catastrophic reserve).

Eligibility:

Dividends cannot be declared sooner than five (5) years after expiration of a Program Year.

Dividends will be paid from eligible Program Years with no more than 25% of any Program Year's retained funds being released as part of any declared dividend. All retained funds remaining will be returned to Program Year participants when that year is declared "closed" by the Board of Directors.

Pooled Liability Program Manual

Procedure:

The Program Administrators will prepare a recommendation to be reviewed by the Executive Board prior to a regularly scheduled Board of Directors meeting. The purpose of the dividend will be stated, and the advantages and disadvantages of releasing the recommended amount will be addressed.

Members' share of declared dividends are *calculated as a percentage of the total dividends declared using the Retrospective Rating Plan results as a basis for the calculation*. The formula that calculates the percentage share of a program year dividend is:

$$DS = \left(\frac{\text{Individual MD-RA}}{\text{Total of all members (MD-RA)}} \right) \times AA$$

Where:

DS = Dividend Share
MD = Member Deposits
RA = Retrospective Adjustments
AA = Amount Available for Distribution

For example:

Amount available for distribution equals 25% of each Program Years' undesignated retained funds less any "catastrophic reserve" established by the Board of Directors, multiplied by each member's "percentage share" which is calculated as follows:

Member's deposit plus deposit adjustments minus member's updated Retrospective Rating Plan adjustment divided by the total of all members' deposits plus deposit adjustments minus the total of updated Retrospective Rating Plan adjustments.

Confidence Level:

70% discounted

Pooled Liability Program Claims Audit

ISSUE: In order to ensure that CSRMA members continue to benefit from quality claims handling services, the third-party administrator undergoes a claims handling audit every two years. This year, Praxis Claims Consulting (“Praxis”) was selected through a competitive RFP process to conduct an audit of Carl Warren & Company. The audit revealed no major concerns and concluded that Carl Warren is providing effective claims administration services. However, the report did identify “opportunities for improvement” in the communication with defense counsel in some of the litigated claims. Carl Warren has provided a response to address these areas, and their written response is attached to the agenda.

Tim Vincent from Praxis presented the results of the claims audit to the Pooled Liability Committee at their November meeting, and his report is attached to this item. Sensitive claim information has been redacted from the report. The Committee discussed the audit and were pleased with the results. They were also satisfied that Carl Warren had addressed the deficiencies noted in the report.

RECOMMENDATION: None at this time.

FISCAL IMPACT: The cost of the audit was \$6,450.

BACKGROUND: The claims audit is designed to capture key measurements that allow a JPA to gauge the effectiveness of its Third-Party Administrator (TPA) to resolve claims in a prompt, equitable and efficient manner. It not only reviews what our TPA is doing, but also how claims are being reported and managed by our members. Auditing claims services is not only a good risk management practice but also is recommended by the California Association of Joint Powers Authority (CAJPA), and is a benchmark for their accreditation process, in which we participate.

The areas of focus for the audit include adequacy of member reporting, file set-up & initial contact, liability determination & investigation, file documentation, damage evaluation, reporting to excess/reinsurance, litigation management, contribution/subrogation, reserve and reserve adequacy, financial reconciliation, case disposition/settlement, and supervision.

Carl Warren & Company has been CSRMA’s claims administrator since the inception of the Pooled Liability Program and has undergone an audit every two years. An RFP process was conducted prior to this year’s audit, and Praxis Claims Consulting was selected by the Committee amongst three total respondents.

ATTACHMENTS: 1) Audit Report from Praxis Claims Consulting
2) Carl Warren’s response to the audit



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Mobile: (802) 249-6320
Toll free & Fax: (800) 651-7021
www.praxisclaims.com

SENT VIA E-MAIL- October 31, 2025

California Sanitation Risk Management Authority
C/O: P.J. Skarlanic, CPCU, ARM
Senior Vice President
Alliant Insurance Services, Inc.
560 Mission Street, 6th Floor
San Francisco, CA 94105

**RE: CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY (CSRMA)
LIABILITY CLAIMS AUDIT**

Audit Dates: September 22-26, 2025
Audit Location: Remote

INTRODUCTION

This narrative will serve as Praxis' report of findings following the remote audit and claims handling review for the California Sanitation Risk Management Authority (CSRMA). The claim files reviewed are administered by Carl Warren & Company, a third-party claims administrator.

EXECUTIVE SUMMARY

Observations:

Exceeds Expectations

- Claims are evaluated for sufficiency and timeliness.
- The initial set-up of the claim file and contacts are made timely.
- Claim files are actively managed with appropriate diary spans.
- There is evidence of consistent supervisory review and involvement in each of the claim files reviewed.

Meets Expectations

- Each file reviewed contains an analysis of coverage upon receipt of the claim or lawsuit.
- With one exception, the identification of potential coverage concerns and the issuance of reservation of rights letters is timely and well documented.
- Investigations are timely and comprehensive.
- With one exception, the claim files reviewed contain liability assessments that take into consideration government codes, immunities, case law, etc.
- The claim activity notes outline interactions with claimants, members, legal counsel, and vendors. Praxis did identify four files with gaps in documentation however each of those gaps occurred over a year prior to the claim review.
- The current status and plan of action are noted in all but one of the claim files reviewed.
- Relevant claim file documentation is attached in FileHandler, Carl Warren & Company's claims management system.
- Comprehensive damage evaluations taking into consideration both compensatory and general damages could not be located in two of the claim files reviewed.
- The management of litigation in terms of assignment, defense strategy, and disposition is appropriate.
- With two exceptions, initial and status reporting is in adherence with excess reporting requirements. Praxis identified one applicable file with no reporting to excess and another file with delayed initial reporting.
- Co-defendants are identified and cross complaints are filed when appropriate. Tender of defense & indemnity are pursued in applicable cases.
- Reserves are established taking into account the liability and damage evaluations to reflect the ultimate expected exposure.
- Reserves are re-evaluated when new facts are presented. There is no evidence of stair-stepping or suppression of reserves. Praxis recommends one loss reserve increase as well as two ALAE reserve increases. Case specific recommendations are outlined within the audit review worksheet.
- Negotiations and settlements are appropriately pursued which helps mitigate damages and legal expenses.
- The claim files reviewed exhibit an appropriate evaluation of exposure and potential for dismissal through motion practice or defense verdict.
- Specific to the claim files reviewed, Praxis did not identify any discrepancies in the financial transactions and the supporting documentation in the claims system. Claim payments are issued timely and accurately.

Opportunities for Improvement

- In the thirty-two litigated files reviewed, Praxis identified seven files in which the reporting and communication by defense counsel is not in accordance with the litigation management guidelines despite appropriate requests by the claims handler.

Recommendations:

- Specific to litigated files, Praxis recommends the following:
 - Approved defense panel firms should receive a copy of the requirements included within the litigation management guidelines yearly and be required to sign off regarding their receipt and understanding.
 - The initial assignment of each matter to approved panel counsel should include the requirements as it relates to reporting and communication as outlined within the litigation management guidelines.
 - CSRMA in collaboration with Carl Warren & Company should conduct performance evaluations and exit analysis regarding panel defense counsel adherence to the litigation management guidelines at least yearly, and if necessary, make periodic recommendations to the CSRMA Board of Directors concerning the removal of a particular defense counsel or firm from the approved defense panel if their reporting and communication is not up to standards.

AUDIT LOGISTICS

Prior to the claim audit review, planning and scheduling of the audit was coordinated through P.J. Skarlanic as well as multiple individuals from Carl Warren & Company. An initial virtual meeting was conducted on August 12, 2025, with Mr. Skarlanic, Steve Davidson, and Myron D. Leavell.

Kelly Carter, Director, Client Services, of Carl Warren & Company provided the requested reference material for the claims audit and facilitated access to FileHandler, the claims management system.

The remote audit took place September 22-26, 2025. Praxis reviewed fifty claim files. The claim files were reviewed by Timothy Vincent, CPCU, of Praxis.

EXHIBITS

The following exhibit is included with this report:

- 1) Audit Review Spreadsheet - Exhibit 1.

TECHNICAL REVIEW

Government Codes/File Set-up/Initial Contacts

This category considers the adequacy of member reporting, file set-up, and initial contacts.

In addition, each case being brought against CSRMA should be analyzed to determine that proper claim reporting procedures are followed to ensure that files are timely and sufficient. The file handler should evaluate the applicable government codes and immunities available to the defense.

The Client Services Instructions indicate that initial contacts are to be made within twenty-four hours of receipt.

Findings

Claims are evaluated for sufficiency and timeliness.

The initial set-up of the claim file and contacts are made timely.

Coverage:

This category evaluates the assessment of coverage, applicable immunities, potential exclusions, limitations, and sub-limits. Praxis also assesses whether reservation of rights letters are drafted timely to address potential coverage concerns.

Findings

Each file reviewed contains an analysis of coverage upon receipt of the claim or lawsuit.

With one exception, the identification of potential coverage concerns and the issuance of reservation of rights letters is timely and well documented.

Liability Determination/ Investigation:

The liability determination takes into consideration government codes and immunities as well as case law. Following that initial assessment, the claim handler needs to evaluate the duties owed as well as the duties breached. In determining comparative aspects, the importance of each duty is also evaluated. If there is evidence of a breach of duty owed, the claims handler then evaluates whether there was notice, either actual or constructive. Each of these components make up the overall liability assessment.

Findings

Investigations are timely and comprehensive.

With one exception, the claim files reviewed contain liability assessments that take into consideration government codes, immunities, case law, etc.

File Documentation/ Action Plan:

Throughout the life of the claim or litigated case, the file activity notes should contain chronological documentation of activities, and the cause and effect of these activities as they relate to exposure. Received and generated correspondence should be uniformly stored and identified for ease of access.

A properly documented claim file or litigated case, as applicable, should have activity notes that contain at a minimum:

- A clear, detailed description of the claim being made.
- An initial analysis of coverage and any applicable immunities.
- Known facts and unknown information needed.
- An initial plan of action.
- A prompt and detailed initial investigation with documented results.
- An assessment of that investigation as it relates to liability and damages.
- A detailed documented rationale supporting the loss reserve and as needed, expense reserves.
- An updated assessment of liability, damages and reserve changes as needed, and a revised detailed plan of action based on the results of any new or developing information.
- Files in litigation should contain an initial case evaluation report from defense counsel that details initial case analysis, a litigation budget, and a proposed litigation plan.
- Defense counsel should provide a meaningful updated status every three to six months depending on the stage in the life of the file.
- The file notes should contain a summary and analysis of all documents received. The notes should reflect that the document has been read and its effect on the exposure.
- An activity diary that is set at an interval commensurate with the needs of the file, and the file notes should be updated periodically by the examiner depending on what stage it is in, or if there is a significant change or event.
- A summary of any roundtable discussions or supervisory direction as applicable.

The Client Services Instructions indicate that action plans need to be set within thirty days of claims receipt as well as every claim action thereafter. In addition, diaries are to be set on each file every thirty to forty-five days.

Findings

The claim activity notes outline interactions with claimants, members, legal counsel, and vendors. Praxis did identify four files with gaps in documentation however each of those gaps occurred over a year prior to the claim review.

The current status and plan of action are noted in all but one of the claim files reviewed.

Claim files are actively managed with appropriate diary spans.

Relevant claim file documentation is attached in FileHandler, Carl Warren & Company's claims management system.

Damage Evaluation:

This category measures the evaluation and potential financial impact of each claim and the documentation within the claim file to support the evaluation. Industry claims handling practices require the claims handler to develop and document liability probabilities together with an estimate of reasonable economic and general damages. Further, the claims handler must adjust the evaluation as additional facts are developed. The claims handler, as early as possible, should form an opinion as to liability by applying the facts to the law, and estimate the probable outcomes to reach a reasonable range for settlement value. This process should also form the basis for ultimate reserve development. Evaluations should be properly documented to clearly explain and convey the claim handler's view of liability, damages and other factors that may influence the settlement value.

Findings

Comprehensive damage evaluations taking into consideration both compensatory and general damages could not be located in two of the claim files reviewed.

Reporting to Excess/Reinsurance:

CSRMA's required excess/reinsurance reporting triggers are in accordance with industry standard practices. Claims handlers must report all claims that meet the reporting criteria to excess carriers/reinsurers per the reporting requirements.

Findings

With two exceptions, initial and status reporting is in adherence with excess reporting requirements. Praxis identified one applicable file with no reporting to excess and another file with delayed initial reporting.

Litigation Management:

This category evaluates whether files being litigated are being managed in accordance with the litigation management guidelines as well as industry best practices.

The claim handler should engage counsel and interact in all aspects of the case, as well as ensure that litigation defense strategy, defense budget, reporting, and billing are prompt and complete. The management of litigation in terms of assignment, defense strategy, and disposition is proper.

Specific to CSRMA, the reporting requirements indicate a preliminary evaluation is needed within thirty days. An initial case evaluation and budget are required within forty-five days as well as pre-trial reports within sixty days of the date of trial.

Findings

The management of litigation in terms of assignment, defense strategy, and disposition is appropriate.

In the thirty-two litigated files reviewed, Praxis identified seven files in which the reporting and communication by defense counsel is not in accordance with the litigation management guidelines despite appropriate requests by the claims handler.

Recommendations

Praxis recommends the following:

- Approved defense panel firms should receive a copy of the requirements included within the litigation management guidelines yearly and be required to sign off regarding their receipt and understanding.
- The initial assignment of each matter to approved panel counsel should include the requirements as it relates to reporting and communication as outlined within the litigation management guidelines.
- CSRMA in collaboration with Carl Warren & Company should conduct performance evaluations and exit analysis regarding panel defense counsel adherence to the litigation management guidelines at least yearly, and if necessary, make periodic recommendations to the CSRMA Board of Directors concerning the removal of a particular defense counsel or firm from the approved defense panel if their reporting and communication is not up to standards.

Contribution/Subrogation:

This category measures whether opportunities for third party contribution and indemnity are identified and pursued.

Findings

Co-defendants are identified and cross complaints are filed when appropriate. Tender of defense & indemnity are pursued in applicable cases.

Reserves & Reserve Adequacy:

This category confirms that initial reserves are posted timely and in accordance with the claim handler's best estimate of exposure at the time the loss is received.

Loss reserves should reflect neither the best nor worst possible result, but a realistic assessment of the most likely outcome with any unresolved or disputed factors considered. The loss reserve should at all times reflect the analyzed settlement value of the case.

The Client Services Instructions indicate that initial reserves should be set within five days of receipt and every thirty to sixty days thereafter.

Findings

Reserves are established taking into account the liability and damage evaluations to reflect the ultimate expected exposure.

Reserves are re-evaluated when new facts are presented. There is no evidence of stair-stepping or suppression of reserves. Praxis recommends one loss reserve increase as well as two ALAE reserve increases. Case specific recommendations are outlined within the audit review worksheet.

Financial Reconciliation:

Reconciliation is the process of comparing the accuracy and validity of financial transactions in the claims management system to supporting documentation in the claim file.

Findings

Specific to the claim files reviewed, Praxis did not identify any discrepancies in the financial transactions and the supporting documentation in the claims system. Claim payments are issued timely and accurately.

Case Disposition/ Settlement:

This category evaluates the claims handler's evaluation of the liability and damages evaluation, potential for dismissal through motion practice or a defense verdict, and their communication with the claimant/plaintiff/counsel. In matters of adverse liability, we look to see if the claim handler is proactive in attempting to settle cases versus having prolonged litigation and increased defense expenses.

Findings

Negotiations and settlements are appropriately pursued, which helps mitigate damages and legal expenses.

The claim files reviewed exhibit an appropriate evaluation of exposure and potential for dismissal through motion practice or defense verdict.

Supervision:

This category confirms that files are monitored on a supervisory review diary and contain evidence of appropriate evaluation/supervision. Appropriate supervision involves confirmation that claim files are in adherence with the Client Services Instructions as well as industry best practices. If there is found to be a deviation to best practices, then there should be constructive guidance and recommendations to assist the claim handler in meeting those expectations.

The Client Services Instructions indicate that supervisory reviews should take place within ten days of the opening of the claim as well as every thirty days thereafter.

Findings

There is evidence of consistent supervisory review and involvement in each of the claim files reviewed.

WRAP-UP DISCUSSION

Upon completion of the claim file review, the audit review worksheet was provided to Alliant and Carl Warren & Company for review and comment on September 26, 2025.

A virtual meeting wrap-up discussion with Angelique King, Beth Tavares, and Myron D Leavell took place on October 17, 2025. Praxis' findings, observations, and recommendations were generally discussed.

CONCLUSION:

Carl Warren & Company personnel demonstrate the technical expertise and sophistication necessary to effectively manage CSRMA's claims to proper resolution.

Sincerely,



Brian D. Stiefel, CPCU
President & Founder
Praxis Claims Consulting
brian@praxisclaims.com



Timothy Vincent, CPCU
Managing Partner
Praxis Claims Consulting
tim@praxisclaims.com

CC: Angelique King
President
Carl Warren & Company

11/5/2025

P.J. Skarlanic
Via email: pskarlanic@alliantinsurance.com

Dear P.J.,

We sincerely appreciate the opportunity to respond to the audit report and are grateful for our long-standing partnership as the Third-Party Administrator (TPA) for CSRMA. Your trust in our services is valued immensely.

While overall audit results were favorable, we concur with the identified opportunity for continued improvements.

Regarding reporting and communication from defense counsel in alignment with the litigation management guidelines. We are committed to implementing the recommendations provided by Praxis for litigated files and propose the following:

1. Annual Guidelines Review and Acknowledgment • Distribute the litigation management guidelines to all approved defense panel firms annually • Require signed acknowledgment of receipt and understanding from each firm
2. Clear Communication of Expectations • Include specific reporting and communication requirements in the initial assignment of each matter to approved panel counsel • Emphasize adherence to the litigation management guidelines
3. Performance Evaluation and Quality Assurance • Conduct yearly performance evaluations and exit analyses of panel defense counsel's adherence to the litigation management guidelines, in collaboration with CSRMA • Present periodic recommendations to the CSRMA Board of Directors regarding the retention or removal of defense counsel or firms based on their reporting and communication standards
4. Proactive Follow-up and Escalation Protocol • Implement a 45-day diary for required information from defense counsel • Establish an immediate escalation process for unresponsive counsel

While not specifically identified as areas of opportunity, we also acknowledge the need for complete and thorough analysis, file notes documentation, and timely notice to excess carriers/reinsurers. The results of the audit have been shared with the claims team and expectations reiterated.

We welcome any additional feedback or suggestions you may have. Our goal is to continually refine our processes to best serve CSRMA's needs with exceptional claims handling and maintain our valued partnership.

Sincerely,





Angelique King
President of Carl Warren & Co.
Cell: 951-565-3005
Email: Aking@carlwarren.com

Workers' Compensation Program
Workers' Compensation Excellence Award

ISSUE: The CSRMA Workers' Compensation Excellence Award P&P #3-WC indicates the Workers' Compensation Committee will review applications submitted each year and provide recommendations to the Executive Board on the applications meeting the criteria set forth in the P&P.

The Worker's Compensation Committee is recommending that the following members receive the Award for submitting applications meeting the requirements.

- Fairfield Suisun Sewer District
- Mt View Sanitary District
- Ross Valley Sanitary District

RECOMMENDATION: Review and approve the results.

FISCAL IMPACT: \$50,000 – this is included in the FY 25/26 budget.

BACKGROUND: None.

ATTACHMENTS: 1. CSRMA Workers' Compensation Excellence Award Policy and Procedure #3-WC.
2. Workers' Compensation Excellence Award Application 2025

**CSRMA
POLICY AND PROCEDURE
#3-WC**

SUBJECT: Workers' Compensation Program Award - Workers' Compensation Excellence Award Program

EFFECTIVE: August 6, 2004

REVISED: January 15, 2011
January 22, 2015
August 20, 2015
January 24, 2018

Policy:

Soft tissue injuries due to strain and overexertion are CSRMA's most frequent workers' compensation claims. CSRMA wishes to recognize those members of the Workers' Compensation Program who meet criteria developed by the Workers' Compensation Committee and adopted by the Executive Board each year that are designed to target these types of claims.

The first year this policy and procedure is implemented the type of injury to be targeted are low back injuries due to strain and overexertion. Members meeting the following criteria will be recognized:

1. Have no low back lost time claims due to strain/overexertion for the program year being evaluated.
2. Provide evidence that the CSRMA Return to Work program, or equivalent, has been implemented in order help injured employees heal more quickly and reduce the indemnity portion of the workers' compensation claim.
3. Provide annual training on the ergonomic and biomechanical principles relevant to the work activities and risk factors present at their agency, by department.
4. Provide evidence that an employee health promotion program with specific activities designed to target employee health risk factors has been implemented.
5. Provide evidence that all job descriptions have identified the specific item or task that the upper lifting requirement is based on.
6. Rank tasks/equipment that, if operated/performed incorrectly, are likely to cause: (rank each 1-3, 3 = high probability)
 - a. injury to the operator
 - b. a coworker
 - c. damage to agency property
 - d. damage to private property
7. After adding the risk rankings for each item together from criteria #6, perform the following for the 10 tasks/equipment that have the highest risk score:
 - a. Job Hazard Evaluation
 - b. Ensure an SOP has been developed with the completed JHA incorporated
 - c. Have the completed SOP/JHA reviewed by affected staff
 - d. Schedule refresher reviews of each SOP/JHA every 12 months as a

8. ID all routinely lifted items that have a static weight of 75lbs or more and:
 - a. ID those items that, because of variables involved in the lift, pose elevated hazards (i.e. poor grip, awkward, carried over uneven ground, etc)
 - b. Where feasible, color code, label or otherwise communicate in a documented manner each as:
 - i. Requires a team lift
 - ii. Requires a mechanical lift
 - iii. Requires extra caution

Procedures:

To qualify for the award members must submit an application explaining how each of the award criteria has been met, along with proof of completion. The Workers' Compensation Committee will review each application and make recommendations to the Executive Board for those members meeting the award criteria.

Applications are due September 30 of each year for the prior Workers' Compensation program year ended June 30. Applications will be evaluated and qualifying agencies announced at the following January Board of Directors meeting.

Members meeting the award criteria will share equally in a cash prize of \$50,000, or an amount otherwise agreed to by the Executive Board upon a recommendation of the Workers Compensation Committee. The cash prize will be paid directly to the employees of each qualifying member in an amount not to exceed \$499 per employee.

Additionally, each qualifying member will receive the following:

1. Wall Plaque
2. Lobby Banner

Each year the Workers' Compensation Committee shall review the prior years' losses and the number of members meeting the prior year's award criteria and recommend to the Executive Board that the award criteria remain the same or be updated to target a different type of injury. In the event of the latter, the Workers' Compensation Committee will provide the Executive Board with award criteria designed to reduce the frequency of the type of injury to be targeted.

California Sanitation Risk Management Authority (CSRMA)
2025 Workers' Compensation Excellence Award Application (Due 9/30/25)

Name of Your Agency:	
If we have questions regarding your application, who should we contact at your agency?	
- Name: - Phone:	Email:
Please Note: This award program is only available to members of the CSRMA pooled Workers' Compensation Program. If you are unsure if your agency is a member, please contact David Patzer at dpatzer@dkfsolutions.com or Seth Cole at Scole@alliant.com	
To qualify for the 2025 Workers' Compensation Excellence Award, please submit this application <u>and</u> support documentation <u>electronically</u> in pdf format following the directions below to David Patzer at dpatzer@dkfsolutions.com by 9/30/25. Members submitting a qualifying application will be announced at the January 2026 Board of Directors meeting.	
NOTE: Applications are not considered submitted unless you receive an email confirmation of receipt from David Patzer.	
IMPORTANT NOTES: - If your agency was a recipient of the 2024 Workers' Compensation Excellence award, you will need to select different tasks for application items 3-4 and 7-9 than your agency used for your 2024 application. - Application submittals must be submitted as a single pdf document <u>with a table of contents</u> and attachments/supporting documentation listed in the same order as the application. - Submittals are not deemed accepted unless notified via email by David Patzer the application was received.	
REQUIRED QUALIFYING CRITERIA (must meet each)	SOURCES FOR HELP
1: Have no low back lost time claims due to strain/overexertion for the program year being evaluated. (Note: No need to provide anything on your application for this item - CSRMA will verify using your agency's workers' compensation claims data for the time period of 7/1/24-6/30/25).	CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com
2: Provide evidence that the CSRMA Return to Work program, or equivalent, has been implemented in order help injured employees heal more quickly and reduce the indemnity portion of the workers' compensation claim. Specifically, provide evidence of the following:	- CSRMA Risk Control Advisor, David Patzer: dpatzer@dkfsolutions.com - CSRMA Workers' Compensation Claims and Return to Work Advisor, Heather Truro: htruro@gmail.com

a. Copy of the form your agency uses when an employee reports an injury but declines medical treatment. b. Copy of the form your agency provides treating physicians to identify the physical activities the employee is able to perform to facilitate returning the injured employee to work when modified duty is necessary. c. Copy of the form your agency uses to document how an injured employee's job duties are being temporarily modified and the time period the modifications are valid. d. Copy of the form your agency uses to document the interactive process for permanently disabled employees.	• CSRMA's Workers' Compensation Claims Management and Return to Work Program available for download from Risk Control Online
3: For each work group at your agency, identify 15 <u><i>routine</i></u> and 10 <u><i>non-routine</i></u> tasks/equipment that, if operated/performed incorrectly, are <u><i>likely</i></u> to cause any of the following: a. Injury to the employee performing the task/operating the equipment b. Injury to a coworker c. Damage to agency property d. Damage to private property Once these have been identified, assign a risk score of 1-3 to each (3 being high probability) on each of the 4 criteria above and total the risk score for each task/equipment. Example: • Task: Setting up lane closures on public streets a. Injury to the employee performing the task/operating the equipment: Risk Score = 3 b. Injury to a coworker: Risk Score = 3 c. Damage to agency property: Risk Score = 3 d. Damage to private property: Risk Score = 3 • Total Risk Score for this Task = 12 Please submit a copy of this written analysis with your application.	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com
4: Perform the following for the 10 tasks/equipment that have the highest risk scores identified in item #3:	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com

a. Job Hazard Evaluation b. Develop an SOP with the completed JHA incorporated into the SOP (Note: The SOP must identify each step in the performance of the task or operation of the equipment so it can be used to train someone who has never performed the task or operated the equipment. Incomplete SOPs or SOPs without JHA's incorporated are not acceptable) Please submit copies of a and b, above with your application.	• CSRMA Smart SOP mobile app (free to CSRMA members) – contact dpatzer@dkfsolutions.com • OSHA's "How to Perform a Job Hazard Evaluation": https://www.osha.gov/Publications/osh3071.pdf
5: Provide evidence that annual training on the ergonomic and biomechanical principles relevant to the work activities and risk factors present at your agency, by department, is being provided.	• CSRMA Video Lending Library available from Risk Control Online • CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com
6: Provide evidence that an employee health promotion program with specific activities designed to target employee health risk factors has been implemented. The term "Program" does necessarily mean a written policy or procedure. Providing evidence of ongoing and regular efforts to reduce employee health risk factors will meet the definition of Program as used here. Examples: a. Onsite gym or gym memberships subsidies b. Brown bag lunch talks on wellness related topics c. Wellness incentive programs (i.e. 10,000 Steps A Day Program) d. Health Risk Factor Assessment programs or incentives	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • Wellness Councils of America Free Wellness Resources • American Heart Association Workplace Wellness Resources
7. Working with staff from Operations, Collections and Maintenance (<i>as applicable</i>) identify at least 10 tasks per department staff feels are most physically strenuous in terms of lifting demands.	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • Don Freeman: donfreeman@sentinelus.com
8. Using the Center for Disease Control's (CDC) NIOSH Lifting Equation app, calculate the Lifting Index for each task identified in Criteria 7.	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • CDC's NIOSH Lifting Equation app: https://www.cdc.gov/niosh/topics/ergonomics/nlecalc.html
9. For any task in 8, above, that indicates a NIOSH Lifting Index of 2.5 or greater provide evidence of how the task was redesigned, reengineered or otherwise modified (<i>i.e. team lift</i>,	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • Don Freeman: donfreeman@sentinelus.com

<i>mechanical assist, a material change, etc</i>)to reduce the NIOSH score to less than 2.5 (<i>please provide the report from the PDA software after the task was modified</i>).	
10. Provide training to staff on human error and error prevention methods using the U.S. Dept of Energy’s Human Performance Improvement Handbook Vol. 1, CSRMA Human Error webinar or equivalent.	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • U.S. DOE Standards Human Performance Improvement Handbook Volume 1: Concepts and Principles: https://www.standards.doe.gov/standards-documents/1000/1028-BHdbk-2009-v1/@images/file
11. For Collections, Operations and Maintenance (as applicable), have each group evaluate 5 <i>non-routine</i> and 5 <i>routine</i> tasks with a high risk score from Step 3 for error precursors as described on Attachment 1.	• Attachment 1 – Error Precursors (<i>Short List</i>) • CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com
12. For each of the 10 tasks identified above, identify at least 2 error reduction tools (<i>sample list provided below – you are not limited to these tools</i>) your agency can provide training and/or implement to reduce the likelihood of an error occurring when performing the task. • Sample Error Reduction Tools: - o Pre-job briefing - o Trouble-shooting decision guide - o Verification practices (i.e. Peer check, peer review, concurrent verification, independent verification, post job review) - o Task review, Validate assumptions - o Procedure use and adherence - o Do not disturb signs - o 2-way communication verification of understanding - o Division of duties - o Use of SAFER (Summarize steps, Anticipate errors, Foresee probable and worst case consequences at each step, Evaluate controls at each step to prevent, catch and recover from errors, Review relevant previous experience and lessons learned)	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • U.S. DOE Standards Human Performance Improvement Handbook Volume 1: Concepts and Principles: https://www.standards.doe.gov/standards-documents/1000/1028-BHdbk-2009-v1/@images/file • U.S. DOE Standards Human Performance Improvement Handbook Volume 2: Human Performance Tools for Individuals, Work Teams and Management: https://www.standards.doe.gov/files/doe-hdbk-1028-2009-human-performance-improvement-handbook-volume-2-human-performance-tools-for-individuals-work-teams-and-management
13. Develop and submit your written accident/near miss investigation program that includes a root cause analysis and senior management review/sign off.	• Risk Control Online recorded webinar: “Incident Investigation – Getting to the Root Cause for Accident Prevention” • CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com

14. Submit documentation that the individual(s) responsible for managing your agency's workers' compensation and making return to work decisions have received online training from Don Freeman on the Sentinel Return to Work online portal.	• CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com • Don Freeman: donfreeman@sentinelus.com
15. Submit documentation that your agency's staff received training in 2024 on interpersonal skills/conflict resolution skills.	• Courses on Vector coming July 2025: • Tips for Successful Peer to Peer Communication • Workplace Communication Basics • Resolving Conflict with Coworkers
16. Submit your Workplace Violence Policy that meets the requirements of SB533 Workplace Violence and submit evidence that staff training was provided by 7/1/25.	• https://www.employers.org/blog/2024/03/05/default/special-alert-finally-the-wvpp-template-is-here/ • CSRMA Risk Control Advisor: dpatzer@dkfsolutions.com

Error Precursors (short list)



Task Demands	Individual Capabilities
☐ Time pressure (in a hurry)	☐ Unfamiliarity w/task / First time
☐ High Workload (memory requirements)	☐ Lack of knowledge (mental mode)
☐ Simultaneous, multiple tasks	☐ New technique not used before
☐ Repetitive actions, monotonous	☐ Imprecise communication habits
☐ Irrecoverable acts	☐ Lack of proficiency / Inexperience
☐ Interpretation requirement	☐ Indistinct problem-solving skills
☐ Unclear goals, roles, and responsibilities	☐ "Hazardous" attitude for critical task
☐ Lack of or unclear standards	☐ Illness / Fatigue
Work Environment	Human Nature
☐ Distractions / Interruptions	☐ Stress (limits attention)
☐ Changes / Departures from routine	☐ Habit patterns
☐ Confusing displays or controls	☐ Assumptions (inaccurate mental picture)
☐ Workarounds / OOS instruments	☐ Complacency / Overconfidence
☐ Hidden system response	☐ Mindset ("tuned" to see)
☐ Unexpected equipment conditions	☐ Inaccurate risk perception (Pollyanna)
☐ Lack of alternative indication	☐ Mental shortcuts (biases)
☐ Personality conflicts	☐ Limited short-term memory

**Primary Insurance Program
Program Renewal**

ISSUE: The Primary Insurance Program (PIP) will be renewing December 31, 2025, with the WaterPlus Insurance Program. The insurance carrier for the Program is Munich Re Specialty Insurance (AM Best Rated A+ XV). The policy terms and conditions will remain the same as expiring.

RECOMMENDATION: The Program Administrators recommend that the Executive Board approve renewal of the Primary Insurance Program at an annual cost not to exceed \$1,252,687 which represents a 7.70% overall increase for all members participating in the Program.

The percentage change in total cost for individual members varied based on changes in exposure.

FISCAL IMPACT: The table below shows expected renewal costs compared to last year including percentage impact.

	2024/25	2025/26	% Change
Est. Insurance Premium (Net)*	952,655	1,032,263	8.36%
Program Directors Fee	138,000	138,000	0.00%
JPA Charge	72,482	82,424	13.72%
Total Cost	1,163,137	1,252,687	7.70%

*Includes Surplus Lines Taxes and Fees

The increase in Estimated Insurance Premium (Net) is the result of a 7% rate increase, changes in the exposure (i.e. budget, number of vehicles) and losses for individual member agencies.

The Program Directors Fee and JPA Charge come from the Board approved budget.

BACKGROUND: The PIP provides general liability, auto liability, errors and omissions liability, cyber liability, auto physical damage, and excess liability insurance coverages.

ATTACHMENTS: None.

ALICE Lyrics - JOE HENRY

 elyrics.net/read/j/joe-henry-lyrics/alice-lyrics.html



JOE HENRY

- Alice Lyrics

There's a train already come
There's a train already come
Her hands are birds, her heart a drum—
Lo these many years There's a horse upon a yard
There's a horse upon a yard
The blooms are sweet, the stems are hard—
Lo these many years There's a kiss nobody saw By the bridge, upon a wall
There's a house caught on with fire
And news of him sent on a wire... There's a train now gone from view
There's a train now gone from view
Her heart is still, her eyes are too—
Lo these many years

Facts about Alice



Who wrote Alice lyrics?

Alice is written and performed by Joe Henry.



When was Alice released?

It is first released on June 03, 2014 as part of Joe Henry's album "Invisible Hour" which includes 22 tracks in total. This song is the 7th track on this album.



Which genre is Alice?

Alice falls under the genre Folk.



How long is the song Alice?

Alice song length is 2 minutes and 45 seconds.

Hottest Lyrics with Videos

check [amazon](#) for Alice mp3 download

these lyrics are submitted by gsba3

Songwriter(s): [Joe Henry](#)

Record Label(s): 2014 Work Song Inc

Official lyrics by

Rate Alice by Joe Henry (current rating: 7)

Meaning to "Alice" song lyrics

Characters count : 0 / 50

Incident Response Planning in depth



What is Incident Response Planning?

Incident Response Planning (IRP) serves as a critical framework within organizations that aims to manage and mitigate potential security incidents. At its core, the establishment of a clear IRP comprises three essential components – **Plan, Policy, and Procedure**.

1. **The Policy** delineates the overarching principles and guidelines governing incident response efforts.
2. **The Plan** outlines specific strategies and actions to be undertaken in response to different types of incidents, ensuring a structured approach to incident resolution.
3. **The Procedure** delineates the step-by-step processes and protocols to be followed during incident detection, analysis, containment, eradication, and recovery phases.

A successful IRP prioritizes the importance of information sharing, both internally at all levels, and externally with appropriate entities. This information sharing fosters collaboration and swift incident resolution. By integrating these elements, organizations can fortify their resilience against security threats and minimize the impact of potential incidents on their operations and assets.

Below is our in-depth guide to what you should consider when setting up an IRP.

What is the goal of an IRP?

The primary goal of an IRP is to identify the types of threats and vulnerabilities that are specific to your organization. It should prioritise these threats in terms of their potential impact on your operations, data integrity, and reputation, and identify how to mitigate them. This documented plan should facilitate resource allocation and strategic planning, ensuring that critical threats receive prompt attention and are handled appropriately.

Businesses often precede IRP with a thorough Business Impact Analysis (BIA) and the formulation of a Business Continuity Plan (BCP). These documents work in concert with the IRP to provide planning and preparation at different levels and for different audiences.

Who is responsible for the IRP?

Within the framework of Incident Response Planning (IRP), the formation of an effective IRP/Security Team stands as a cornerstone for swift and coordinated incident management.

You should begin by selecting individuals with expertise across relevant domains such as IT, cybersecurity, legal, human resources, and executive leadership. This diverse group is needed to bring all relevant insights and skills vital for planning responses to different types of incident scenarios. Furthermore, understanding organizational dependencies is key to ensure collaboration during incident response efforts. By advocating for the interdependencies between departments, systems, and processes, the team can streamline communication channels, optimize resource utilization, and mitigate potential disruptions to critical business functions.

Through proactive planning and collaboration, the Security Team enhances the organization's readiness to effectively address and mitigate the impact of security incidents, safeguarding its assets, reputation, and continuity of operations.

Note that a team working on IRP might be merged with the other security functions such as BCP (Business Continuity Planning), DRP (Disaster Recovery Planning), and any other teams bearing responsibility for managing security at your organization. It is acceptable for a general Security Team to be responsible for all of these as all plans should work in concert with one another to achieve the same outcome.

What should the IRP contain?

Incident preparation

Preparation serves as a foundational pillar for effective response to potential security breaches or disruptions within an organization. The preparatory phase involves equipping the team to handle an array of potential incidents that could impact business operations or compromise data integrity.

You should have two distinct parts to your incident preparation:

1. Response preparation that outlines how you react in the event of an attack. This will be the bulk of your IRP
2. Preventative mitigations that will reduce your chances of attack. These actions may be shared with your general BCP and other cyber security planning.

Finally, it is essential that your IRP establishes clear criteria for escalating incidents to the appropriate stakeholders or authorities to ensure timely and appropriate intervention in response to emerging threats.

Part 1 – Response preparation elements

Detection & analysis

1. Establish how you might be targeted
2. Put processes in place to help you assess and prioritize incidents as they are under way
3. Establish a plan to prioritize where resources go and when
4. Consider what mandatory reporting is required internally and externally for an incident

Firstly, your IRP team should anticipate how the organization might be targeted. This analysis should envision the appearance of an attack, and its potential methods and vectors. Document the potential attacks, and the resources you would need to detect them (anti-virus, EPP etc.), to ensure you are well equipped.

Secondly, you should put in place meticulous procedures to analyze and assess potential attacks, to ensure a swift and accurate response. This includes processes for identifying where the point of access is, and what network components are impacted.

Next, establish prioritization mechanisms, to enable the organization to allocate resources based on the severity and impact of incidents. You should also decide how you will communicate these priorities inside the organization, and which teams, or external authorities, need to be made aware and how to do this.

Throughout the detection, consider your need to adhere to relevant laws, regulations, and industry standards is paramount, guiding the organization's response and ensuring compliance throughout the incident management process.

As you go through this process, know that any list you come up with now will likely not be comprehensive. This is ok - threat actors constantly try to find novel attack opportunities, and you will always be playing catch up to an extent. This preparation will give your organization the best chance of anticipating an attack, but you should intend to improve and refine it over time as you learn more.

Containment & eradication

1. Identify what tools are available to contain and neutralize an incident. Who operates them and how are they activated?

2. How will your teams document the incident for future decision making?

3. How and when will you identify the root cause of the issue?

During the critical phases of containment & eradication, you must swiftly and decisively neutralize threats and restore normalcy to operations. You will need to plan how to localize the incident through containment measures, preventing its spread, and limiting further damage to the organization's systems and data. At this stage consider the resources and tools you may need to do this (EDR, Sandboxes, etc).

In parallel, document how your teams will go about information gathering, and clearly state your expectation for teams to actively collect and analyze incident data appropriately. This includes accurately documenting incidents, to create a comprehensive record that aids in post-incident analysis and learning, ensuring your logging systems are logging incoming network traffic appropriately and accurately.

Finally for this stage: identify how you expect root cause analysis to be conducted to identify the source of the incident, leveraging available resources such as forensic tools, logs, and expertise within the organization. Factor in whether you consider it important to do this as the event unfurls, or if it can be done after things have been secured.

Recovery

1. Establish a Recovery Time Objective (RTO), which outlines the maximum acceptable downtime for critical systems

2. Establish a Recovery Point Objective (RPO), specifying the acceptable amount of data loss.

Following containment and eradication efforts, the focus shifts towards recovery, with meticulous planning and execution of steps to restore affected systems and data.

By establishing an RTO and an RPO, you are setting acceptable thresholds for operational downtime and data loss, which help your organization understand the severity and impact of an incident by how far under or over the metric it has gone.

These metrics guide the restoration process, ensuring that operations resume within acceptable timeframes and minimizing the impact of the incident on business continuity.

For cyber security, a large amount of this process will be managed by your IT specialists and their Disaster Recovery Plan (DRP). This plan may be more of a concern to the IT team, but it should still be reviewed by all representatives from the business (just as the IRP is) to ensure it works in concert with other elements of your security plans such as IRP and BCP.

Review

In the aftermath of a security incident, you must plan to undertake Post-Incident Activities, to enhance organizational resilience and preparedness for future threats. This should involve all members of the IRP/Security Team to get perspectives of all parts of the business. Through examination of the incident, your team should attempt to shed light on weaknesses within the organization's defenses and operational practices, illuminating areas for improvement.

Initially, there should be a thorough review that follows shortly after the incident to glean insights from the incident, encompassing both external factors and internal posture.

After that you must plan to analyze beyond the immediate incident, delving into the broader threat landscape and external factors impacting the organization.

Part 2 – Preventative mitigations

Detection & analysis

Preventative mitigations play a crucial role in reducing risks and fortifying defenses against known threats to the organization and network infrastructure.

By preparing for potential incidents and bolstering preventive measures, organizations can fortify their resilience and minimize the impact of security incidents on their operations and assets.

This includes:

- Bolstering internal cybersecurity posture through enhanced security measures, processes, and employee awareness programs.
- Protocols established for maintaining and storing evidence, ensuring compliance with legal and internal requirements for potential investigations or audits.
- Regular training sessions for the incident response team appropriate to their advanced responsibilities, and their need to understand core security principles for the whole organization.
- Regular training sessions for all employees, emphasizing cybersecurity best practices, incident detection, and response procedures
- Continuous Improvement through review and refinement, incorporating insights gleaned from incidents, evolving threats, and changes to the organization's environment.
- Tabletop exercises to hone the effectiveness of IRP processes and team readiness by challenging teams to respond to hypothetical incidents, fostering preparedness and identifying areas for improvement.

Remember - as you become more experienced in Incident Response Planning, these elements will change and evolve to suit your organization's specific needs. This is done by continuously reviewing and reflecting on how your organization handles incidents with your Security Team, as well as conforming to requirements set by regulators, governing bodies, and insurers.

By embracing a culture of continuous learning and improvement, organizations can bolster their resilience against cyber threats and enhance their ability to detect, respond to, and recover from security incidents effectively.

Communication

Throughout the IRP you should think about communication at multiple levels, and to multiple audiences. Internally, meticulous preparation involves establishing tables of internal personnel and stakeholders to be contacted, delineating specific tasks and responsibilities to be carried out by each individual or team. This ensures clarity and accountability, facilitating swift and coordinated response efforts.

A security incident is an inherently disruptive and potentially chaotic experience, and this will be compounded by inadequate communications and a lack of transparency. In some cases you may be compelled by law or regulatory bodies to communicate with individuals in a certain window of time, so it is essential you factor this requirement into the IRP. You will want to consider:

- Communication between stakeholders in the IRP/Security team, and how to balance team interests and the interests of the organization as a whole
- Communication with the rest of the organization about what the IRP is, and how to use it in an emergency
- Communication with third party vendors and support who may have a vital role to play in resolution
- Communication with authorities – law enforcement, mandated reporting of cyber security events to certain bodies, legal teams, etc
- Communication to the Public – in the event of an attack you may need to make public statements, give responses to media questions, or respond to public concerns

Conclusions

Developing an effective Incident Response Plan is essential for organizations to mitigate the impact of cyber incidents and safeguard their assets, reputation, and stakeholder trust. By considering the key factors outlined above and adopting a proactive approach to incident preparedness, organizations will enhance their resilience to cyber threats and minimize disruption to business operations.

If you have any questions about the contents of this guide, please do reach out to support@kynd.io where our team will be happy to help.

7 Practical Workplace Safety Strategies to Prevent Slips, Trips, and Falls

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Leslie Barton

August 26, 2025



[Carrier Chronicles](#) » [Risk Management](#) » 7 Practical Workplace Safety Strategies to Prevent Slips, Trips, and Falls
[Risk Management](#)

Slip, trip, and fall prevention requires attention to an organization's flooring type, cleaning process, and more. We review the leading practices applicable industrywide, from proper matting and footwear to cleaning protocols and floor testing.

August 26, 2025



Slip, trip, and fall incidents continue to be among the most common and costly safety challenges in the workplace. From overlooked stair treads to wet floors or worn-out mats, these accidents are often preventable with the right protocols. The science of tribology, the study of friction, can offer insight into floor safety. However, this insight has to be combined with practical, repeatable leading practices.

“Organizations should consider slip resistant characteristics and the surface coefficient of friction, which are two very important aspects of flooring,” said Steve Simon, Senior Risk Control Manager at Safety National. “If you are not evaluating conditions like weather exposure, foot traffic, and matting effectiveness, you are missing some of the most critical factors in preventing slip, trip, and fall incidents.”

Here we break down some of the most effective strategies that organizations can adopt to build safer environments for both employees and the public.

1. Invest in a Formal Slip, Trip, and Fall Program

Your organization may already have a written policy dedicated to slip, trip, and fall prevention. However, it may need attention if it has not been updated recently. A successful program may include:

- Defined roles and responsibilities for hazard identification and response.

- Incident tracking and trend analysis.
- Embedded training with new hire orientation and ongoing safety communications.
- Auditable checklists specific to slip and trip risks, like matting and cleaning protocols that are not just general safety walkthroughs.

2. Optimize Your Matting

High-quality mats are one of the most underestimated tools in floor safety, especially at building entrances, near water sources, and in transition zones. Best practices for mats can include:

- Using 9 to 15 feet of matting at entrances to capture moisture and debris before it hits hard floors during inclement weather.
- Matching mat types to location. Absorbent mats should be placed near water fountains and restrooms, scraper mats (designed to remove dirt, mud, and large debris) should be located at outside entrances, and high-traction mats (designed for grip and stability) are best for industrial zones.
- Regularly inspecting mats for curled edges, tears, and saturation, and replacing as needed.
- Establishing vendor oversight to ensure proper maintenance and rotation schedules.

3. Prioritize Floor Maintenance with Friction in Mind

Floors need to perform safely, not just look clean. This includes cleaning requirements that preserve or enhance surface friction, including:

- Using floor chemicals appropriate to your floor type and never mixing incompatible products.
- Assigning different mops and cleaning equipment for back-of-house and public areas to avoid cross-contamination.
- Training janitorial staff to follow product dilution instructions and drying times to reduce residue buildup.
- Inspecting floors regularly for gloss buildup or porosity loss, which can increase slippery conditions.

4. Inspect Transitions, Stairs, and Lighting

Small environmental details can cause significant workplace safety issues when overlooked. Recommendations include:

- Fixing elevation changes, so that any difference over a quarter inch is beveled, repaired, or clearly marked.
- Enhancing stair contrast using colored tread nosing and ensuring handrails are visible, accessible, and local code compliant.
- Auditing lighting to ensure that walkways, stairwells, and entrances are well lit and free from glare, particularly where flooring may already be reflective.

5. Consider Footwear as a Safety System

Footwear in the workplace tends to be inconsistent, creating more variables in slip and fall prevention. Recommend or require that employees wear slip-resistant shoes, not just any athletic shoes or work boots. A shoe replacement policy can frame guidelines for employees to follow when shoe tread is worn down. For the public, be aware of spaces frequented by those most likely to fall, including children, seniors, and customers in dress shoes.

6. Use Floor Testing as a Validation Tool

Slip testing for Coefficient of Friction (COF) is not universally mandated, but it is recommended or required under several regulations, standards, and guidelines, depending on the jurisdiction, industry, and type of surface. Slip testing can offer objective data that helps organizations make informed decisions. Tribometers can measure the dynamic coefficient of friction (DCOF) of a floor surface. The data provided by these devices can help identify floor types or areas that may need treatment or replacement. Before investing in equipment or training in-house, contact your insurance carrier to see if they have floor safety consultant recommendations to test high-risk areas. These experts may recommend solutions like COF-boosting products, floor treatments, or better strategies for cleaning protocols.

7. Customize the Program to Your Environment and Risks

Every workplace is different. Greenhouses with constantly wet floors, a Class A office building with polished tile, and industrial facilities with concrete all require tailored strategies. Start by:

- Mapping traffic paths and identifying hazards by area use and occupant behavior.
- Piloting new solutions, like AI spill detection or spill-detecting floor coatings, before a full rollout.
- Engaging with your flooring manufacturer or vendor for cleaning guidance specific to the material and exposure.

Tags:

[COF](#)

[falls](#)

[matting](#)

[slip testing](#)

[slips](#)

[tribology](#)

[trips](#)

[workplace safety](#)

Preparing Your Workplace for an ICE Visit: What You Need to Know

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Leslie Barton

January 27, 2025



[Carrier Chronicles](#) » [Risk Management](#) » Preparing Your Workplace for an ICE Visit: What You Need to Know

[Risk Management](#)

As large-scale deportation operations expand across the U.S., organizations are encountering increased Immigration and Customs Enforcement (ICE) activity. We explore best practices to help employers navigate this evolving enforcement environment.

January 27, 2025



Employers should be ready for increased US Immigration and Customs Enforcement (ICE) activity this year. Preparations can include planning for a sudden loss of workers, mental distress amongst employees, coordination with law enforcement, and possible administrative and criminal penalties. In such an environment, workplaces may benefit from having a plan to ensure the safety of all employees.

“Hospitals, schools, and churches were historically protected due to the services and privacy given to the people that access these services, but these institutions might not be able to protect all individuals going forward,” said Sara Gibson, Senior Risk Control Manager at Safety National. “This not only interrupts the important services these institutions provide but may also degrade the trust in these institutions.”

Employers potentially affected by ICE activity might consider these employment and safety protocols, which may protect both employees and operations.

Employment Practices

- **Verify Employee Documentation:** Ensure all employees' I-9 forms are completed accurately and are up to date. Employers should audit records to check compliance with employment eligibility verification requirements. The [E-Verify system](#) should be used with care. There have been privacy concerns and some inaccuracies leading to false positives where authorized workers were flagged as unauthorized. These issues have changed some state laws, including Illinois, which now requires training and notification around the use of E-Verify.
- **Train HR Personnel:** HR staff should be well-versed in handling ICE information requests, verifying employee documents, and addressing immigration status questions.
- **Legal Counsel:** Consult with an immigration attorney to understand the legal aspects of ICE activity in the workplace, such as employee rights and when and how to cooperate with ICE.
- **Maintain Confidentiality:** Avoid disclosing sensitive employee information about immigration status to unauthorized parties. Only share details when required by law.
- **Review Employee Rights:** Some employers may find it helpful to communicate with employees about their rights. This communication may include a response in the event of a raid, the right to remain silent, the right to refuse entry without a warrant, and the right to contact an attorney.

Safety Protocols

- **Establish a Raid Response Plan:**
 - Create a clear plan that includes steps to follow in the event of a raid, including who to contact, what actions to take to protect employees, and how to communicate with legal advisors.
 - Practice the plan just like you would for a fire drill.
 - Stay calm. Advanced planning will reduce panic and possible violence in the workplace.
 - Do not hide employees or assist them in leaving the premises.
- **Employee Training:** Educate employees about their rights and what to do if ICE arrives, including staying calm and seeking legal assistance.
- **Know Your Rights:** Understand that ICE needs a judicial warrant to enter most areas of the workplace. Employers have the right to request a warrant before granting access.

- **Post-Raid Support:**
 - Prepare to provide support to affected employees and ensure that employees' rights are upheld during and after any raid.
 - Support should also be provided to documented employees that have friends, co-workers, relatives, and spouses affected. Remind employees that access to the Employee Assistance Program (EAP) can assist in mental health and emotional support.
 - Schools should train counselors and teachers on how to support students affected by the loss of family or friends from deportation.
- **Continuity of Operations:** Understand which employees may be affected by enhanced immigration enforcement and how that may impact your business. Some key considerations should be made for extended absence of employees.

By focusing on these steps, workplaces can better protect their employees and themselves during potential ICE raids.

Tags:

[e-Verify](#)

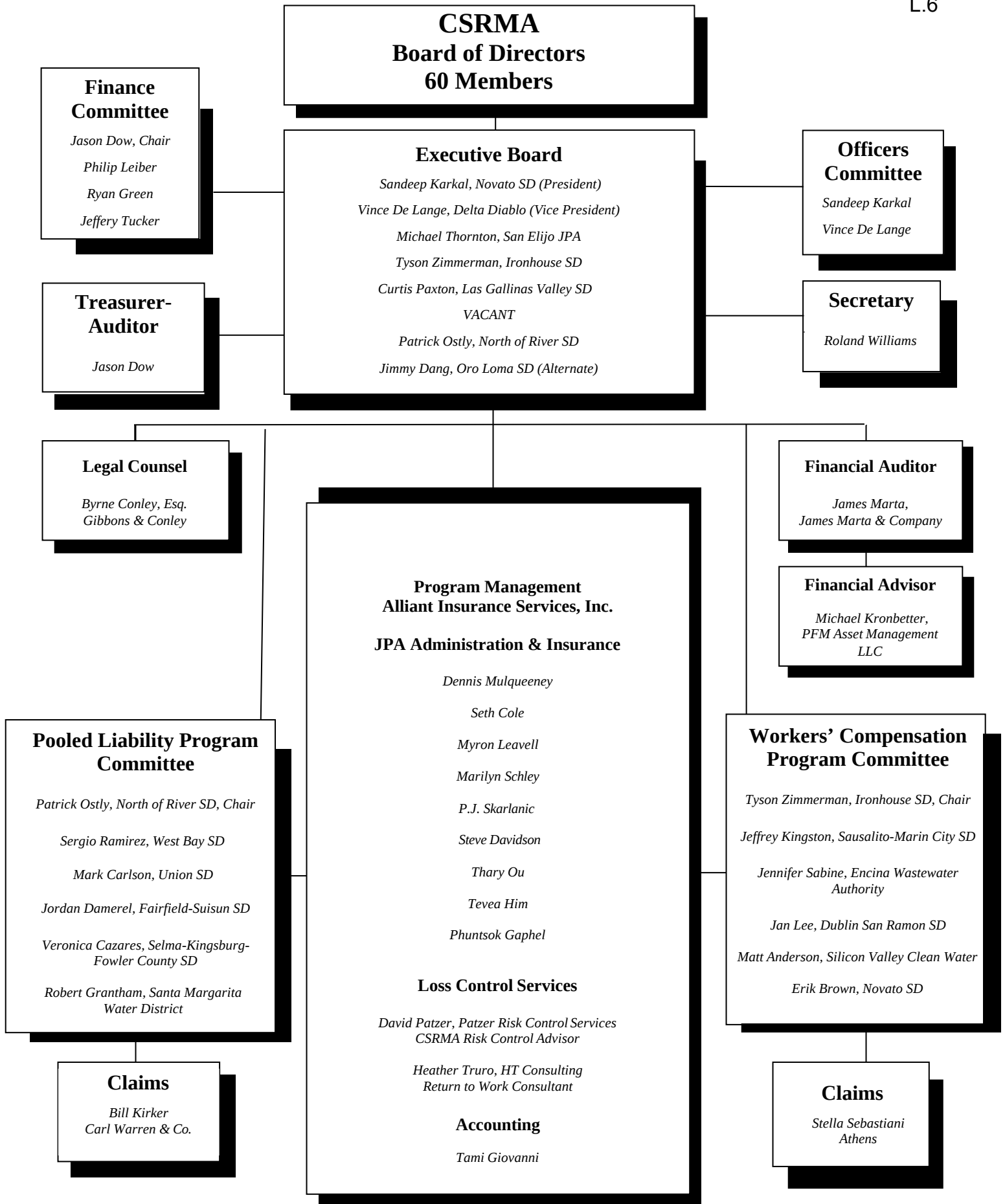
[ICE](#)

[ICE raids](#)

[immigration and customs enforcement policy](#)

CSRMA MEETING CALENDAR 2025			
JANUARY	FEBRUARY	MARCH	APRIL
CSRMA EB - TUE - 28	CSRMA LIAB (TC) - TUE - 18	CSRMA LRP - SUN - TUE - 16, 17, 18	CSRMA FIN - TUE - 15 (SFO)
CSRMA BD - WED - 29	CSRMA WC - THUR - 20 (SFO)		
CASA January 29 - 31	PARMA February 23 - 26		
Palm Springs	Anaheim		
MAY	JUNE	JULY	AUGUST
CSRMA LIAB - MON - 5 (WC OFFICE)	CSRMA EB (TC) - MON - 9	CSRMA EB - TUE - 29	
CSRMA OC (TC) - TUES - 6	CSRMA BOD (TC) - WED - 18	CSRMA BD - WED - 30	
CSRMA WC (TC) - THUR - 15	CSRMA OC (TC) - WED - 25		
		CASA July 30 - August 1	
		San Diego	
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
CSRMA LIAB - MON - 8 (WC OFFICE)	CSRMA EB - MON - 6 (SFO)	CSRMA FIN (TC) - MON - 3	CSRMA EB (TC) - MON - 8
CSRMA OC (TC) - FRI - 12	CSRMA WC (TC) - WED - 15	CSRMA LIAB - MON - 17 (WC OFFICE)	CSRMA OC (TC) - THUR - 11
	CSRMA OC (TC) - FRI - 31		
CAJPA September 16 - 19			
Monterey			

Meetings in RED are IN-PERSON



Service Team

