



1750 Creekside Oaks Drive p. 800-541-4591  
 Suite 200 f. 916-244-1199  
 Sacramento, CA www.caltiponline.org  
 95833

### **Agenda and Meeting Notice**

#### **CalTIP Study Session 2017**

Thursday, November 30, 2017 – Friday, December 1, 2017

Loews Coronado Bay Resort  
 4000 Coronado Bay Resort  
 Coronado, CA 92118  
 Tel. (619) 424-4000

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Maria de Leon at (800) 541-4591, ext. 19187, or (916) 244-1199 (fax). Requests must be made as early as possible, and at least one (1) full business day before the start of the meeting.

Materials and documents relating to an open agenda item that are provided to the CalTIP Board of Directors after distribution of the agenda packet are available for public inspection at: 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833, during normal business hours.

#### **Thursday, November 30, 2017**

<b>Start Time</b>	<b>Event</b>	<b>Location</b>
7:30 a.m.	Hosted Full Breakfast	Sunset Terrace
9:00 a.m.	Board of Directors Meeting	Commodore A & B
12:00 p.m.	Hosted Lunch	Sunset Terrace
5:30 p.m.	Hosted Reception	Sunset Terrace

#### **Page**

#### **1. CALL MEETING TO ORDER**

#### **2. ROLL CALL/INTRODUCTIONS**

#### **3. PUBLIC COMMENT\*\***

#### **4. APPROVAL OF AGENDA AS POSTED (OR AMENDED)**

#### **5. CONSENT CALENDAR**

**5**

All matters listed under the Consent Calendar are considered to be routine and can be enacted by one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed or removed from the Consent Calendar for specific action.

*A. Minutes of the April 20-21, 2017, CalTIP Board of Directors Meeting	<b>6</b>
*B. CalTIP General Account Check Register: April 1, 2017, through October 31, 2017	<b>30</b>
*C. CalTIP Investment Performance Review – For Quarter Ended September 30, 2017	<b>32</b>
*D. Interim Financial Statements as of April 30, 2017	<b>70</b>
*E. Interim Financial Statements as of July 31, 2017	<b>79</b>
*F. Treasurer's Report as of April 30, 2017	<b>88</b>
*G. Treasurer's Report as of July 31, 2017	<b>130</b>
*H. Notice of Intent to Withdraw – City of Azusa	<b>170</b>
*I. Notice of Intent to Withdraw – City of Culver City	<b>171</b>
*J. Notice of Intent to Withdraw – City of Santa Rosa	<b>172</b>

\* Denotes reference material(s) attached.

*K.	Notice of Intent to Withdraw – Golden Empire Transit District	173
*L.	Waiver of GEM Surplus and Policy Account Balance Methodology Change	174
*M.	Engagement with Aon Global Risk Consulting for Actuarial Services	176
*N.	2016/17 Risk Control Work Plan Update	187
*O.	CalTIP Appointments to the ERMA Board of Directors	192
*P.	2017/18 ERMA Annual Operating Budget	193
*Q.	2017 Vendor Evaluation Results	196

***Recommendation: Approval of the Consent Calendar.***

## 6. REPORTS

A.	Board Chair's Report (Verbal) – Mr. Charlie Anderson	
	<b><i>Recommendation: None</i></b>	
B.	General Manager's Report – Ms. Micheon Balmer	210
	<b><i>Recommendation: None</i></b>	
C.	State of CalTIP – Ms. Micheon Balmer	212
	<b><i>Recommendation: None</i></b>	
D.	Recognition of CalTIP's 30 <sup>th</sup> Year of Operation	213
	<b><i>Recommendation: None</i></b>	

## 7. CLOSED SESSION

Pursuant to Subdivision (a) of the California Government Code, Section 54956.95, the Board will convene in Closed Session to discuss the following claims:

- Deitz v. Mendocino Transit Authority
- Holmes v. Riverside Transit Agency
- Bosch v. City of Folsom
- Charles v. Central Contra Costa Transit Authority
- Wang v. El Dorado County Transit Authority
- Taylor v. Omnitrans
- Gonzalez v. Riverside Transit Agency
- Vargas v. Gold Coast Transit District
- Jackson v. Amador Transit
- Morgan v. Monterey-Salinas Transit District
- Montano v. Omnitrans

## 8. REPORT FROM CLOSED SESSION

Pursuant to Government Code Section 54957.1, the Board must report in open session any action, or lack thereof, taken in closed session.

## 9. SAFETY AND RISK CONTROL MATTERS

*A.	Presentation on SB20 (Hill): Vehicles: Buses: Seatbelts – Ms. Terrie Norris	214
	<b><i>Recommendation: Discuss and provide direction as appropriate.</i></b>	
*B.	Presentation on Collision Avoidance Technology – Ms. Terrie Norris	225
	<b><i>Recommendation: Discuss and provide direction as appropriate.</i></b>	

## 10. EXCESS AND REINSURANCE MATTERS

A.	State of the Market and 2018/19 Excess Insurance and Reinsurance Renewal – Mr. Michael Simmons and Mr. P.J. Skarlanic	248
	<b><i>Recommendation: None</i></b>	
B.	Presentation by Government Entities Mutual, Inc., PCC (GEM) – Mr. Andrew Halsall	249
	<b><i>Recommendation: None</i></b>	
C.	Presentation by Munich Re – Mr. Jeff Myers and Mr. Thanh Hoang	250
	<b><i>Recommendation: None</i></b>	

**11. ADMINISTRATIVE MATTERS**

- A. Appointment of CalTIP Litigation Manager **251**  
***Recommendation: Appoint Mr. William Portello as CalTIP Litigation Manager to work in conjunction with the current CalTIP Litigation Manager in providing services to CalTIP.***
- \*B. Approval of Resolution 03-2017 Establishing All Bank Accounts and Investment Services **252**  
***Recommendation: Approval of Resolution 03-2017 Establishing Bank Accounts and Investment Services.***
- \*C. Approval of Resolution 04-2017 Canceling Obsolete Resolutions of the Authority **258**  
***Recommendation The Oversight Committee recommends the Board approve proposed Resolution 04-2017 Canceling Obsolete Resolutions of the Authority.***
- \*D. Approval of Engagement with Aon Global Risk Consulting to Evaluate the Liability Program Rating and Experience Modification Factor Methodologies **264**  
***Recommendation: The Oversight Committee recommends the Board approve the proposed agreement with Aon Global Risk Consulting, for a fee not to exceed \$24,750.***

**12. CLOSING COMMENTS**

This time is reserved for comments by Board members and staff and to identify matters for future Board business.

**13. ADJOURNMENT**

## Friday, December 1, 2017

Start Time	Event	Location
7:30 a.m.	Hosted Full Breakfast	Sunset Terrace
9:00 a.m.	Board of Directors Meeting	Commodore A & B

### Page

1. **CALL MEETING TO ORDER**
2. **ROLL CALL/INTRODUCTIONS**
3. **PUBLIC COMMENT\*\***
4. **FINANCIAL MATTERS**
  - \*A. Presentation of Audited Financial Statements as of April 30, 2017 278  
***Recommendation: Receive and file the Audited Financial Statements as of April 30, 2017.***
  - \*B. Report on Results of Measurement Indicators 327  
***Recommendation: Receive and file.***
5. **GOVERNANCE MATTERS**
  - \*A. Approval of Governance Policy Contents and Compliance Review Report (Oversight Committee) 342  
***Recommendation: The Oversight Committee recommends the Board approve the Governance Policy Content and Compliance Review Report, as presented.***
  - \*B. Approval of Administrative Policy Contents and Compliance Review Report (CalTIP Staff) 364  
***Recommendation: The Oversight Committee recommends the Board approve the Administrative Policy Contents and Compliance Review Report, as presented.***
  - \*C. Board Member Self-Assessment and Board Effectiveness Survey Results 372  
***Recommendation: The Oversight Committee recommends the Board receive and file the results of the CalTIP Board Member Self-Assessment and Board Effectiveness Survey.***
  - \*D. Approval of Nominating Committee Policy 381  
***Recommendation: The Oversight Committee recommends the Board approve the Nominating Committee Policy.***
  - E. Appointment of Nominating Committee 384  
***Recommendation: The Board appoint, per Nominating Committee Policy, Board Members to serve on the Nominating Committee.***
6. **CLOSING COMMENTS**  
This time is reserved for comments by Board members and staff and to identify matters for future Board business.
7. **ADJOURNMENT**

**NOTICES:** The next meeting of the CalTIP Board of Directors is April 19-20, 2018 – location to be determined.

\*\*Members of the public may address the Board of Directors (Board) on any non-agendized matter within its jurisdiction subject to appropriate decorum. All persons wishing to make public comment must notify CalTIP staff at the locations listed on the front of the Agenda. Public comment is limited to three minutes per speaker and the total time available for public comment may be limited at the discretion of the Chair of the Board. The Board will not respond during the meeting to matters raised under public comment. Pursuant to provisions of the Brown Act, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. Persons wishing to speak on matters listed on the agenda will be allowed to speak for not more than three minutes immediately prior to the Board discussion on an item. The Board may direct staff to investigate and respond and/or schedule certain matters raised under public comment for consideration at a future Board meeting.