

**CSAC EXCESS INSURANCE AUTHORITY**

**TECHNOLOGY COMMITTEE**

**FINAL AGENDA**

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CSAC Excess Insurance Authority	Thursday, March 19, 2020
Web Conference/Telephonic Meeting	10:00 a.m.
<a href="http://csac-eia.webex.com">http://csac-eia.webex.com</a>	First Meeting – 2020
Teleconference Number: Use Call Me option or 650-429-3300	
Meeting Number: 804 676 515	

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As to each agenda item, the Committee may take action and/or receive informational reports as appropriate.

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**ROLL CALL/INTRODUCTIONS**

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- 1.A. Establishment of Quorum/Introductions .....4
- 1.B. WebEx Protocol

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**SELECTION OF CHAIR**

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- 2.A. Selection of Chair and Vice Chair.....5  
*An action to select a Chair and Vice Chair for the 2020 year.*

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**CONSIDERATION OF OFF AGENDA ITEMS**

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Pursuant to Government Code Section 54954.2(b), except as provided in this paragraph, no action or discussion shall be taken at a regular meeting on any item which does not appear on the posted Final Agenda. Pursuant to Government Code Section 54954.2 (b)(2) an item may be added to the Final Agenda after the Final Agenda has been posted upon a determination by a two-thirds vote of the Committee (or an unanimous vote if less than two-thirds of the Committee is present); the vote shall be on a motion stating that there is a need to take immediate action and that the need for action came to the attention of the Committee subsequent to the Final Agenda being posted. Any such motion shall be accompanied by distribution of a written statement on a form provided by the office of the Chief Executive Officer/Secretary of the Board, to be included in the record, stating the facts upon which it can be determined that the need to take action arose after the Final Agenda was posted. In addition, action may be taken on an item not on the posted Final Agenda under the circumstances stated in Government Code Section 54954.2 (b)(1) [emergency] and 54954.2 (b)(3) [continued regular meetings].

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**CONSENT AGENDA**

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The following Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Committee at one time without discussion. Any Committee member, staff member, or interested party may request that any item be removed from the Consent Agenda for later discussion.

- 3.A. Approval of Minutes, November 20, 2019 .....7  
*An action to approve the Minutes of the above meeting.*

3.B.	Code of Conduct.....	10
	<i>An action to acknowledge receipt of the Code of Conduct.</i>	
3.C.	Standard Operating Procedures (SOP).....	13
	<i>An action to acknowledge receipt of the Committee's SOP.</i>	

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## **GENERAL BUSINESS**

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4.A.	Robotic Process Automation (RPA) (Tom).....	22
	<i>An informational report regarding the EIA's implementation and use of RPA.</i>	
4.B.	Website/Pool Management Update (Nicole) .....	23
	<i>An informational report regarding the status of the website and pool management projects.</i>	
4.C.	Claim System Update (Kenny) .....	24
	<i>An informational report on the status of the claims system.</i>	
4.D.	Development of an In-House Proprietary Claims System (Kenny).....	25
	<i>An informational report on the claim system plan execution and related activities.</i>	
4.E.	2019 Fall Retreat Recap (Tom/Heather Correll) .....	26
	<i>An informational report regarding the 2019 Strategic Planning Retreat.</i>	

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## **PUBLIC COMMENT**

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This portion of the agenda is reserved for members of the general public to address the Committee on any matter not on this agenda that is under the jurisdiction of the Committee.

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## **FUTURE MEETINGS**

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The next regularly scheduled meeting will be held on Thursday, July 23, 2020 at 10:00 a.m., via WebEx. It is anticipated another WebEx meeting will be scheduled in April.

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## **ADJOURNMENT**

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*Disability Access: All posted locations for this meeting are wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the Meeting Planner at (916) 850-7300 or (916) 850-7800 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.*

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## TECHNOLOGY COMMITTEE

### TELEPHONIC ADDRESS LIST

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<b>CSAC Excess Insurance Authority</b>		75 Iron Point Circle, Suite 200 Folsom, CA 95630	(916) 850-7300
<b>GSRMA</b>	Rick Krepelka	247 West Sycamore Street Willows, CA 95988	(530) 934-5633
<b>Kern County</b>	Matt Gutierrez	1115 Truxtun Avenue Bakersfield, CA 93301	(661) 868-3808
<b>Kern County Hospital Authority</b>	Steven Chandler	1700 Mt. Vernon Ave Bakersfield, CA 93306	(661) 326-2868
<b>Mendocino County</b>	Heather Correll	501 Low Gap Road Ukiah, CA 95482	(707) 234-6061
<b>City of Rancho Santa Margarita</b>	Diego Chavez	22112 El Paseo Rancho Santa Margarita, CA 92688	(949) 635-1814
<b>Municipal Pooling Authority (MPA)</b>	Erwin Chang	P.O. Box 67 Walnut Creek, CA 94597	(925) 943-1100
<b>Riverside County</b>	Monique Chaldu	P.O. Box 1210 Riverside, CA 92502	(951) 955-1000