



**California JPIA**  
**Power Plant Meeting Room**  
**Hotel del Coronado**  
**1500 Orange Ave,**  
**Coronado, CA 92118**

**AGENDA**

**EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS**

**REGULAR MEETING**

**April 17, 2026**

**8:30 A.M.**

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**CALL TO ORDER**

President Margaret Finlay

**PLEDGE OF ALLEGIANCE**

President Margaret Finlay

**ROLL CALL**

Steve Croft  
Jennifer Perez  
Sonny Santa Ines  
Cynthia Sternquist  
Steve Tye  
Mark Waronek  
Secretary, Tom Chavez  
Vice President, Mary Ann Reiss  
President, Margaret Finlay

**ORAL COMMUNICATIONS**

Any persons present desiring to address the Executive Committee on any proper matter may do so at this time.

**CONSENT CALENDAR**

All items under Consent Calendar may be enacted by one motion. Any item may be removed from the Consent Calendar and acted upon separately by the Executive Committee.

1. APPROVAL

Minutes of March 25, 2026 Regular Meeting

2. APPROVAL

Call for Nominations for the July 2026 Executive Committee Election

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**REPORTS AND RECOMMENDATIONS**

3. CONSIDERATION                      Association of Governmental Risk Pools (AGRiP) Advisory Standards Recognition Status Renewal
4. RESOLUTION                          Warrant Register  
    NO. 2026-04 WR                      A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS OF THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE TOTAL OF \$35,036,007.53.

**ADJOURNMENT**

To a meeting on May 27, 2026, at 5:30 p.m., in the El Capitan Room of the California JPIA, 8081 Moody Street, La Palma, CA 90623.

In compliance with Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Agency Clerk at (562) 467-8736. Notification 48 hours before meeting will enable the Authority to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

Dated: April 13, 2026  
Posted: April 13, 2026

s/Veronica Ruiz  
Veronica Ruiz, CMC  
Agency Clerk

**AFFIDAVIT OF POSTING**

I, Veronica Ruiz, declare as follows: That I am the duly designated Agency Clerk for the California Joint Powers Insurance Authority, and that I caused to be posted the foregoing agenda in accordance with the Brown Act. Dated this 13th day of April, 2026.

By: Veronica Ruiz, CMC, Agency Clerk

# CALIFORNIA JPIA

## MINUTES

### EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS

#### REGULAR MEETING

March 25, 2026

5:30 P.M.

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#### CALL TO ORDER

President Finlay called the regular meeting of the Executive Committee of the California JPIA to order at 5:39 p.m. in the El Capitan Room at the California JPIA, 8081 Moody Street, La Palma, CA 90623.

#### ROLL CALL

A quorum was established by roll call.

#### PRESENT:

Steve Croft  
Jennifer Perez  
Sonny Santa Ines  
Cynthia Sternquist  
Steve Tye  
Mark Waronek  
Secretary, Tom Chavez  
Vice President, Mary Ann Reiss (*Teleconference*)  
President, Margaret Finlay

#### EX OFFICIO:

Thaddeus McCormack, Managers Committee  
Chairman  
Jose Gomez, Finance Officers Committee  
Chairman  
Brad McKinney, Risk Managers Committee  
Chairman

#### STAFF:

Alex Smith, Chief Executive Officer  
Olga Berdial, Communications Director  
Melaina Francis, Senior Risk Manager  
Maria Galvan, Senior Risk Manager  
Chris Gray, Insurance Programs Manager  
Jason McBride, Finance Director

Alex Mellor, Risk Services Director  
Courtney Morrison, Management Analyst  
*(Teleconference)*  
Ben Rodriguez, Technology Projects Manager  
Veronica Ruiz, Agency Clerk  
Jennifer Torres, Administrative Analyst  
Aaron Webb, Data and Underwriting Analyst  
Chris Yanonis, Facilities Specialist  
Tracey Yonemura, Administrative Assistant  
Paul Zeglovitch, Chief Operating Officer

ATTENDEES: James Marta, James Marta & Co. *(Teleconference)*  
Ann Aguilar, Administrative Analyst, Santa Clarita  
*(Teleconference)*

**ORAL  
COMMUNICATIONS**

There were no requests to address the Executive Committee.

**CONSENT CALENDAR**

President Finlay presented the items appearing on the Consent Calendar.

Director Croft moved that the Consent Calendar Items be approved, received, and filed in one action. The motion was seconded by Director Waronek. The motion carried unanimously by roll call vote.

The Consent Calendar included:

- Minutes of February 25, 2026 Regular Meeting and March 13, 2026 Special Meeting
- Treasurer’s Monthly Compliance Report for February 2026
- Purchasing Policy

**RECEIVE AND FILE**  
Audited Financial Statements  
2025

President Finlay presented the Audited Financial Statements as of June 30, 2025 item.

Jason McBride, Finance Director, introduced James Marta of James Marta & Company. Mr. Marta presented a report and findings of the 2025 Financial Statements.

Director Santa Ines moved to receive and file the Audited Financial Statements as of June 30, 2025. The motion was seconded by Director Perez. The motion carried unanimously by roll call vote.

**CONSIDERATION**

Loss Ratio Adjustments

President Finlay presented the Loss Ratio Adjustments item.

Alex Smith, Chief Executive Officer, explained the Loss Ratio Adjustment concept and how the loss ratio adjustments would only apply to the Primary and Excess Liability Programs.

Director Croft moved to approve the implementation of Loss Ratio Adjustments, which modify the annual contribution formulas of the Primary and Excess Liability Programs, with credits taking effect July 1, 2026, and surcharges taking effect July 1, 2027. The motion was seconded by Director Perez. The motion carried unanimously by roll call vote.

**CONSIDERATION**

Annual Contributions 2026-27:  
Primary and Excess Programs

President Finlay presented the Annual Contributions 2026-27: Primary and Excess Programs item.

Alex Smith, Chief Executive Officer, presented a review of the Primary and Excess Contribution computations for 2026-27.

Director Croft moved to approve the 2026-27 Annual Contribution Calculations for the Primary and Excess Liability and Workers' Compensation Programs. The motion was seconded by Director Chavez. The motion carried unanimously by roll call vote.

**RECEIVE AND FILE**

Liability Cost of Coverage and  
Insurance Market Update

President Finlay presented the Liability Cost of Coverage and Insurance Market Update item.

Director Santa Ines moved to receive and file the Liability Cost of Coverage and Insurance Market Update. The motion was seconded by Director Perez. The motion carried unanimously by roll call vote.

**RESOLUTION  
NO. 2026-03 WR**

Warrant Register

President Finlay read, by title only, Resolution No. 2026-03 WR,

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS OF THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE TOTAL OF \$10,722,561.31.

Director Chavez moved to waive further reading and adopt Resolution 2026-03 WR. The motion was seconded by Director Waronek. The motion carried unanimously by roll call vote.

**ADJOURNMENT**

President Finlay adjourned the meeting at 7:12 p.m. to the next regular meeting on April 17, 2026, at 8:30 a.m., in the Power Plant Room of the at the Hotel del Coronado, 1500 Orange Ave, Coronado, CA 92118.

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Tom Chavez, Secretary

# **CALIFORNIA JPIA**

## **AGENDA REPORT**

**To:** EXECUTIVE COMMITTEE

**From:** Alexander Smith, Chief Executive Officer

**Date:** April 17, 2026

**Subject:** Call for Nominations for the July 2026 Executive Committee Election

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Four seats on the Executive Committee and the position of Vice President will be up for election at the Board of Directors meeting in July. The attached letter has been prepared on behalf of the Executive Committee to announce the election and the nominating process.

### **Recommended Action**

It is recommended that the Executive Committee approve the attached letter and direct staff to send it to the members of the Board of Directors.

**Call for Nominations  
for July 2026 Executive Committee Election**



**To: California JPIA Board of Directors**

**From: California JPIA Executive Committee**

**Date: April 23, 2026**

**Subject: Nominations for Election to the California JPIA Executive Committee**

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In accordance with the Bylaws of the California Joint Powers Insurance Authority, this notice is to inform Directors that nominations are in order for positions on the California JPIA Executive Committee. Only members of the governing body of a Member Agency are eligible to serve as Directors on the Board, and only Board Members are eligible to serve on the Executive Committee.

At the July 22, 2026 annual meeting, the Board of Directors will elect a Vice President and four Executive Committee members for two-year terms. The incumbents are:

For Vice President:

Mary Ann Reiss	City of Pismo Beach
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For Executive Committee:

Tom Chavez	City of Temple City
Cynthia Sternquist	Foothill Transit
Steve Tye	City of Diamond Bar
Mark Waronek	City of Lomita

Directors wishing to place their name in nomination for election to the Executive Committee are asked to notify the Chief Executive Officer by mail on or before June 22, 2026. Candidates' names will be placed on the ballot for the July 22, 2026 annual meeting. Nominations may also be made from the floor at the annual meeting.

# CALIFORNIA JPIA

## AGENDA REPORT

**To:** EXECUTIVE COMMITTEE

**From:** Alexander Smith, Chief Executive Officer

**By:** Nikki Salas, Chief Administrative Officer

**Date:** April 17, 2026

**Subject:** Association of Governmental Risk Pools (AGRiP) Advisory Standards Recognition Status Renewal

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The California Joint Powers Insurance Authority (Authority) was first conferred AGRiP Recognition status in 2016, with renewals in 2020 and 2023. To renew Recognition status for another 3 years, the Authority has completed the triennial self-evaluation of internal operational procedures against AGRiP industry best practices. The self-evaluation found no shortcomings. This exercise helps to assure the Authority's Executive Committee and members that the Authority is operating as effectively as they expect.

A requirement of the process is for the Executive Committee to review and approve the self-evaluation and, following approval, for the President of the Executive Committee to electronically sign the Attestation of Agreement form.

### **Background**

AGRiP was incorporated in the State of Illinois on Sept. 23, 1998. Their story began with a handful of pool members who brought the pooling community together through a spirit of cooperation and collaboration. The membership flourished to approximately 100 pools in its first year. Today, AGRiP includes more than 200 member pools from the United States, Canada, and Australia.

As stated on their website, AGRiP energizes the power of pooling, making member organizations more effective, collaborative, and informed. AGRiP does this by representing and connecting all pooling organizations, providing education, resources, and best practices, and by developing and sharing the best of each member.

The AGRiP Recognition Program is built on a self-evaluation of the pool's compliance with the AGRiP Advisory Standards for Recognition. The recognition process allows pools to assess their policies and procedures, both to affirm those they want to keep and to revamp those that may need updating. It is a thorough process that allows the pool staff to become intimate with

their operational procedures, making it an excellent staff development exercise. It can also help a pool Board evaluate its management and ensure it meets its fiduciary responsibilities. The self-evaluation form is the application for Recognition, which is granted for three years.

As a pool that has achieved CAJPA's Accreditation with Excellence, the Authority is again eligible to complete an abbreviated AGRiP Advisory Standards Recognition Application to renew AGRiP Recognition.

The self-evaluation is included as an exhibit to this report.

### **Recommended Action**

It is recommended that the Executive Committee approve the self-evaluation and authorize the President of the Executive Committee to sign the Attestation of Agreement form electronically.

## Application Verification

### Standard I: Governance

I-A.1. Pool maintains signed formation documents, such as articles of incorporation, a joint powers agreement, or interlocal agreement	Yes
a. Please enter the name and date of last review for each of the formation documents	Joint Powers Agreement last amended July 17, 2019
b. Explain review cycle, including frequency and how the process is documented within the pool	The Executive Committee enpanels a subcommittee when a change is proposed. The subcommittee meets, determines whether a change is necessary, consults legal counsel, and reports out to the Executive Committee. After approval by the Executive Committee, the proposed change goes to the full Board of Directors for approval at the annual Board of Directors meeting.
c. Explain revision process, including revisions to legal and membership relationship updates and approval process by membership	Legal reviews all recommendations before they are sent to the EC or Board of Directors for approval. The Board of Directors, comprised of a representative from each member agency, will receive notification of the proposed change in the agenda for the annual meeting.
d. Explain communication process to pool members, including frequency and what is communicated	Each member's Board representative will receive notification of the board meeting with the agenda and associated reports. Once a change is approved by the Board of Directors, the new governance document is sent to all members following adoption.

#### Reviewer Communication

*There are no comments or questions posted for this section yet.*

I-A.2. Pool has determined whether additional governing documentation, such as bylaws or governance policies, is necessary or desirable and adopted such policies if necessary	Yes
	Date of last review    7/17/2019
a. Explain review cycle, including frequency and how the process is documented within the pool	The Executive Committee enpanels a subcommittee when a change is proposed. The subcommittee meets, determines whether a change is necessary, consults legal counsel, and reports out to the Executive Committee. After approval by the Executive Committee, the proposed change goes to the full Board of Directors for approval at the annual Board of Directors meeting.
b. Explain revision process, including revisions to legal and membership relationship updates and approval process by membership	Legal reviews all recommendations before they are sent to the EC or Board of Directors for approval. The Board of Directors, comprised of a representative from each member agency, will receive notification of the proposed change in the agenda for the annual meeting.
c. Explain communication process to pool members, including frequency and what is communicated	Each member's Board representative will receive notification of the board meeting with the agenda and associated reports. Once

a change is approved by the Board of Directors, the new governance document is sent to all members following adoption.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-A.3. Member agreements other than formation or governance documents, if required, are signed by both parties and copies are maintained by the pool	Yes
	Date of last review 7/17/2019
a. Explain review cycle, including frequency and how the process is documented within the pool	The Executive Committee enpanels a subcommittee when a change is proposed. The subcommittee meets, determines whether a change is necessary, consults legal counsel, and reports out to the Executive Committee. After approval by the Executive Committee, the proposed change goes to the full Board of Directors for approval at the annual Board of Directors meeting.
b. Explain revision process, including revisions to legal and membership relationship updates and approval process by membership	Legal reviews all recommendations before they are sent to the EC or Board of Directors for approval. The Board of Directors, comprised of a representative from each member agency, will receive notification of the proposed change in the agenda for the annual meeting.
c. Explain communication process to pool members, including frequency and what is communicated	Each member's Board representative will receive notification of the board meeting with the agenda and associated reports. Once a change is approved by the Board of Directors, the new governance document is sent to all members following adoption.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-A.4. Pool foundational and/or governing documents specifically address the following:

a. Membership eligibility	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 22 of the Joint Powers Agreement
b. Membership obligation	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 21 of the Joint Powers Agreement
c. Membership termination	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 30 of the Joint Powers Agreement
d. Membership voting rights	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Bylaws Article II Section 8
e. Selection procedures and qualifications for the pool's governing body	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Bylaws Article 3
f. Powers and duties of the pool's governing body and any committees	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 8 of the Joint Powers Agreement

g. Indemnification for liability of members of the governing body, officers, committee members and pool staff	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Bylaws Section VII Section 3
h. Requirements for annual actuarial reviews	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 18 of the Joint Powers Agreement
i. Requirements for annual financial audits	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 18 of the Joint Powers Agreement
j. How pool financial information will be shared with pool members	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 18 of the Joint Powers Agreement
k. Dissolution of the pool	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 30 of the Joint Powers Agreement
l. Distribution of pool assets and liabilities upon dissolution	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 30 of the Joint Powers Agreement
m. How dividends or other distribution of pool assets upon circumstances other than dissolution are determined and allocated among members	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 30 of the Joint Powers Agreement
n. If assessments are authorized, circumstances for determining the assessment and allocating it among members are defined	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 17 of the Joint Powers Agreement
o. Whether members are jointly and severally liable within the pool	Required policy is not applicable to the pool
Explain why the standard is not applicable to the pool:	CA Civil Code 1659 "Where all the parties who unite in a promise receive some benefit from the consideration, whether past or present, their promise is presumed to be joint and several" & " A promise, made in a singular number, but executed by several persons, is presumed joint and several."
p. Provisions under which a member can leave the pool, and associated notice provisions the member must give the pool	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 24 of the Joint Powers Agreement
q. Whether a member remains responsible for any portion of its losses, or is eligible for any distribution of pool assets, upon departure from the pool	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Article 21 of the Joint Powers Agreement

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-A.5. The pool has determined its legal status, for example, as a public, private, or non-profit entity	Yes
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a. The pool maintains adequate records of its legal status Yes

b. The pool has determined whether it is deemed a regulated insurer under state laws Yes

c. The pool maintains adequate records of its status as a regulated insurer Not Applicable

Explain why the Standard is not applicable to the pool: We have determined that we are not a regulated insurer under state law; this standard does not apply to our pool.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-A.6. The pool has determined its federal tax status. Yes

a. The pool maintains adequate records of its federal tax status Yes

b. The pool has determined its state tax status Yes

c. The pool maintains adequate records of its state tax status Yes

d. The pool complies with all applicable state and federal requirements as determined by its status Yes

e. If applicable, the pool files timely tax returns Not Applicable

Explain why the Standard is not applicable to the pool: The Authority is not a taxable entity and is not required to file either state or federal taxes.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.1. The governing body is regularly trained on fiduciary obligations. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: The governing body is trained annually at the annual meeting on the fiduciary obligations of the pool.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.2. The governing body reviews and discusses overall pool financial solvency and financial performance at least annually based upon benchmarks and comparisons established by the governing body. The pool meets the Standard

<p>Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:</p>	<p>The financial solvency and performance of the pool are addressed annually during the agendaized presentation of the actuarial study, the setting of contribution rates, captive performance, and more. In addition, the annual Executive Committee Strategic Planning Workshop often includes topics related to the Authority's financial health. This includes providing direction regarding an adequate net position to respond to unanticipated events.</p>
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The governing body reviews and discusses projections and allocations for losses at least annually, including:

a. Allocations for loss development, including incurred but not reported losses	Yes
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b. Allocations for allocated and unallocated loss adjustment expenses	Yes
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c. Projections and allocations for contingency margins	Yes
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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.3. The pool obtains competent legal advice regarding its own governance and operational issues.	The pool meets the Standard
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<p>Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:</p>	<p>The pool receives legal advice from licensed attorneys on governance and operational issues. The legal counsel will report out, as necessary, to the Executive Committee and will be present at the Board of Directors meeting.</p>
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a. Coverage counsel, general legal counsel, and defense counsel are segregated functions; or the pool Board has documented its approval to place more than one function with the same legal advisor	The pool meets the Standard
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<p>Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:</p>	<p>The Board employs attorneys for specific functions. There is separate coverage counsel, separate general counsel, and separate defense counsel to handle issues in their respective areas.</p>
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b. The pool requires counsel in any role not directly employed by the pool to have professional liability insurance	The pool meets the Standard
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<p>Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:</p>	<p>Liability insurance coverage is required for all counsel not employed directly by the Authority. The insurance coverage language is included in the contract, and new evidence of coverage is required at renewal.</p>
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c. Outsourced legal advice roles are documented in written contracts that are compliant with the contract provisions outlined in <a href="#">Standard III-A. of Service Provider Contracts</a>	The pool meets the Standard
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<p>Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:</p>	<p>Contracts for outsourced legal services, in accordance with Standard III-A, are brought forward and approved by the Executive Committee.</p>
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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.4. The governing body requires an annual actuarial study to determine reserve adequacy, signed by a Fellow of the Casualty Actuarial Society or a Member of the American Academy of Actuaries who is independent of the pool. (For pools employing an in-house actuary a biennial peer review of reserve adequacy by an actuary independent of the pool is acceptable.) Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Bylaws Article VII Section 2

a. The governing body, at minimum, receives a summary of the annual actuarial study every year. Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Bylaws Article VII Section 2

#### **Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.5. The governing body annually reviews the pool's net position policy. Yes

Pool net position policy includes at minimum:

a. Methodology used for determining net position adequacy Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 17

b. A defined target net position amount and/or range Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 17

c. How net position levels will be communicated to pool members Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 18

d. The method of calculating return of net position to members, including whether allocations are made based upon coverage year or all years of pool operation Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 17 (d)

#### **Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.6. The pool annually reviews its net position level in relation to the target net position and considers the net position when making annual funding decisions. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: JPA Article 30 (b) (c)

#### **Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.7. The governing body reviews its written assessment policy at least every five years. Yes

Pool assessment policy includes at minimum:

a. The circumstances that may trigger an assessment Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Articles 24-28

b. Methodology used for determining overall assessment Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 30 (c)

c. Methodology for allocating assessments among pool members, including whether assessments are made based upon coverage year or years of pool operation Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 30

d. Whether and how members that leave the pool are responsible for their assessments Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 24

e. How and when assessment parameters and the need for assessment will be communicated to the governing body and pool members Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 18

f. How and when the assessment will be communicated to pool members Pool has required board policy

Cite policy (or section of policy) fulfilling standard: JPA Article 18

#### **Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.8. The governing body annually reviews the pool's investment policies, practices, and performance. Yes

Pool investment policy includes at minimum:

a. Goals and intended use of investment income Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Statement of Investment Policy Section A

b. Allowed allocation of invested assets, including regulatory constraints Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Statement of Investment Policy Section C

c. Portfolio diversification, liquidity, and duration expectations Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Statement of Investment Policy Section C, J

d. Explicit delegation of authority regarding investment decisions Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Statement of Investment Policy Section F

e. Provisions for controls regarding invested assets, including those that address separation of duties, safekeeping and custodial procedures Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Statement of Investment Policy Section M

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f. How and when the governing body will be made aware of investment allocations, results, and related activities	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Statement of Investment Policy Section F

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g. How and when the governing body will interact directly with investment managers, advisors, and/or consultants	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Statement of Investment Policy Section P

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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I-B.9. The pool annually prepares financial statements in accordance with generally accepted accounting principles as applied to pools or as required by state law.	Yes
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a. The governing body receives and reviews annual financial statements	Yes
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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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I-B.10. An annual audit of the pool's financial records is conducted by a qualified independent certified public accountant or state audit agency and includes a signed opinion regarding the financial statements.	Yes
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a. The audit firm directly reports its findings to the governing body, whether reporting to the entire body or a designated committee	Yes
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b. If the audit firm reports directly to a designated committee, the entire governing board still receives and reviews the audit report	Yes
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c. The audit includes a report on internal controls	Yes
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d. The audit includes a report on the status of the previous year's recommended audit actions, along with any activity by the pool in follow-up	Yes
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e. The pool responds to any reportable conditions in the audit report within a reasonable period of time	Yes
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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.11. The governing body has determined when and how annual financial reports are distributed to pool members. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-B.12. Pool physical asset inventory and control policy includes at minimum:

a. Periodic inventory of physical assets Required policy is not applicable to the pool

Explain why the standard is not applicable to the pool: Computer equipment, printers, phones, and servers are catalogued and maintained by our IT contractor, who is overseen by our Technology Manager. Facility assets such as furniture, refrigerators, etc., are catalogued and maintained by our Facilities Specialist, who is overseen by our Chief Administrative Officer.

b. Recording of assets in the pool's financial records Required policy is not applicable to the pool

Explain why the standard is not applicable to the pool: Physical assets with an initial value of \$5,000 or more, such as furniture, solar panels, HVAC equipment, etc., are catalogued by the finance division and maintained on the Authority's fixed asset schedule.

c. A process to report asset changes to the responsible party Required policy is not applicable to the pool

Explain why the standard is not applicable to the pool: Missing or broken assets, when identified, are reported immediately to the responsible staff for investigation, repair, or replacement.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.1. New Directors receive an orientation to the pool's governance structure, operations, legal and fiduciary responsibilities, budget, actuarial review, financial and investment policies. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: New Executive Committee members receive an extensive orientation from the CEO within the first month of joining the Executive Committee. New delegates to the BOD receive an orientation at the annual BOD meeting.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.2. The governing body approves minutes of its meetings. Yes

a. The governing body has made a determination about minutes being distributed or otherwise made available to members Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.3. The governing body adopts and maintains a long-range or strategic plan. Yes

Date last adopted:

a. The long-range or strategic plan includes a strategy for maintaining adequate net position to respond to unanticipated events causing significant financial impact to the pool The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: The financial solvency and performance of the pool are addressed annually during agendaized presentations on the actuarial study, setting of contribution rates, captive performance, and more. In addition, an annual Executive Committee Strategic Planning workshop includes a discussion on the financial health of the Authority. This includes providing direction regarding adequate net position to respond to unanticipated events. Finally, the triennial CAJPA accreditation process reviews a wide range of financial metrics to assess the pool's financial health.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.4. The governing body has methods to review both the strategic plan and operational work plans over time and to assess overall performance against the plans. Yes

Date last reviewed: 5/2/2025

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.5. The governing body regularly considers whether and how the pool's investment strategy connects to its net position and/or assessment policies. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: The Investment Policy is reviewed annually by the Executive Committee and coincides with a review of the Authority's net position and overall financial health.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.6. The governing body has adopted a records management and retention policy. Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

The adopted records management and retention policy outlines the treatment of all records, regardless of form, including at a minimum:

a. When records may be destroyed Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

b. Records that must be kept permanently Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

c. Records archiving practices Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

d. Whether and how the pool complies with any state required records retention and storage requirements Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

e. Documented process to prevent modification and deletion of permanent electronic files Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

f. Separation of confidential records from public records Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

g. Documented process for responding to public records requests Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention policy and Schedule, 2014

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.7. The governing body has determined under what circumstances to make copies of current and former binders, correspondence, policies, endorsements and certificates of excess and/or reinsurance available to members for review. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.8. The governing body makes periodic evaluations of the quality, stability and financial solvency of all past and present reinsurance, excess, and insurance providers. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.9. The governing body adopts an annual operating (non-loss expense) budget. Yes

a. The governing body at least annually receives a budget comparison that includes meaningful metrics to monitor actual-to-budgeted performance Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.10. The pool insures or self-insures its administrative and operational risks, including:

a. Errors and omissions Yes

b. Directors and officers Yes

c. General liability Yes

d. Auto liability Yes

e. Workers' compensation Yes

f. Property Yes

g. Employee fidelity Yes

h. Fiduciary liability Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

I-C.11. The pool has a Code of Conduct applicable to the pool governing body and staff (whether directly employed by the pool or under contract) that is generally consistent with the AGRiP Model Code of Conduct. Yes

Date Code of Conduct was adopted: 8/11/2016

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard II: Staffing

II-A.1 The pool's authority to directly employ staff is expressly granted and documented accordingly. Pool has required board policy accordingly.

Cite policy (or section of policy) fulfilling standard: Bylaws Article VI

a. Authority to set terms of employment is documented Pool has required board policy

Cite policy (or section of policy) fulfilling standard: CJPIA Employee Handbook, Chapter 2

b. Authority to set compensation (including bonuses) is documented Pool has required board policy

Cite policy (or section of policy) fulfilling standard: CJPIA Employee Handbook, Chapter 2, Section 2.2 and 2.3

c. Authority to set employee benefits (including leave) is documented Pool has required board policy

Cite policy (or section of policy) fulfilling standard: CJPIA Employee Handbook, Chapter 4

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

II-A.2 The scope of the governing body's authority related to staffing is clearly defined and documented, including but not limited to:

a. Setting terms of employment The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: The CEO contract includes Section 2 - Duties, "Authority hereby agrees to employ Smith as an at-will employee as Chief Executive Officer to the Authority to perform the functions and duties specified in the Authority's Joint Powers Agreement and Bylaws, and policies and procedures and as provided by state and federal law and to perform other legally permissible and proper duties and functions as the Executive Committee acting as a whole shall assign." Staff job analysis document for each position includes what the position is responsible for, who they report to, and how decisions are made. The Purchasing Policy governs the extent to which staff may purchase anything on behalf of the Authority.

b. Determining compensation (including bonuses) The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Employee handbook, Chapter 2, Section 2.2 and 2.3

c. Employee benefits and leave The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Employee handbook, Chapter 4

d. Oversight of staff The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Employee handbook, Chapter 2

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

II-A.3 Written employment and personnel policies are in place, and:

a. Are reviewed regularly based on a documented process Yes

b. Are communicated to staff at least annually Yes

c. Are communicated to the governing body at least annually Yes

d. Address the following provisions, at a minimum:

i. FTE definition, expected work hours, and expense reimbursements Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Employee handbook, Chapter 2, Section 2.8, 2.10, 2.11, Travel and Expense Reimbursement Policy

ii. Allowable acceptance of gifts, perks or other benefits from outside entities Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Employee handbook, Chapter 3, Section 22

iii. Performance review standards and practices Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Employee handbook, Chapter 2, Section 2.1

iv. Conflicts of interest policies Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Employee handbook, Chapter 3, 3.21

v. Antidiscrimination policies Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Employee handbook, Chapter 3, 3.4

vi. Whistleblower policies Pool has required board policy

Cite policy (or section of policy) fulfilling standard: California Labor Code Section 1102.5 - The CA whistleblower Protection Act

#### Reviewer Communication

There are no comments or questions posted for this section yet.

II-B If the pool uses contracted staff for core pooling operations:

1. The scope of the governing body's authority related to staffing decisions and staff oversight is clearly defined and documented (including documentation of the governing body having no authority). Yes

2. Outsourced staffing expectations and costs, and other related requirements, are documented in a written contract that is compliant with Standard III-A Service Provider Contracts. Yes

#### Reviewer Communication

There are no comments or questions posted for this section yet.

## Standard III: Service Provider Contracts

III-A. The pool has a written policy about the contract terms that must be included within all service contracts it enters into. At a minimum, the pool requires the following contract provisions be addressed (as a matter of policy):

1. Agreement Term; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract terms

2. Scope of services provided; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

3. Whether periodic reporting is required by the service providers, and the form and timing of such reports; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

4. Service-level agreement (performance measures or minimum service requirements and corresponding reporting methods); Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

5. Compensation details; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

6. Ownership and confidentiality of pool data and information, including whether pool information is used in any AI-enabled systems, services or outputs, and whether pool information is used to train AI resources; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract, Authority Generative AI policy

7. Business continuity obligations of the service provider; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

8. Data security obligations of the service provider, including for any AI-enabled systems, services or outputs; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract, Authority Generative AI policy

9. Records retention standards and accountabilities, including for any AI-enabled systems, services or outputs; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention Policy Policy and Schedule, 2014

10. Compliance with applicable state and federal regulations; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Records Retention Policy Policy and Schedule, 2014

11. Indemnification of the parties and insurance requirements; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

12. Rights of the parties to audit any operations, information, systems, services or outputs; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

13. Assignability of the contracted relationship; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

14. Cancellation and termination of the agreement, including expectations for returning or securely destroying pool data and ongoing use of pool data in AI systems, models or training; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

15. Contract breach definition and remedies; Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Language included in the contract

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16. Legal venue to resolve disputes; and, Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Language included in the contract

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17. Choice of law Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Language included in the contract

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

III-B. The pool has a written policy defining:

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1. Under what circumstances service procurement requires a transparent, competitive selection process (for example, contracts over a certain dollar amount or contracts for specific services.) Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Language included in the Purchasing policy and procedure

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2. Who has authority for entering into contracts on behalf of the pool; and Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Language included in the Purchasing policy and procedure

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3. Under what circumstances service provider engagements require governing body approval (for example, contracts over a certain dollar amount or contracts for specific services). Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Language included in the Purchasing policy and procedure

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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III-C. The pool has a defined practice for legal review of all service contracts entered into on behalf of the pool. Such a process may include variable parameters for legal review based upon type of service and/or dollar amount of contracts. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Language included in the Purchasing policy and procedure

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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III-D. The pool's governing body receives annual documentation of all service contracts entered into by the pool, except for such de minimus contracts as the governing body has defined in policy as unnecessary to bring to its attention. Contract documentation to the governing body includes the fee structure of contracts, including whether commission-based fees are paid by or to the pool, and whether compensation to or by the pool is calculated as a percentage of savings. Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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III-E. If the pool authorizes or endorses agents or brokers that members use to place coverage with the pool, the governing body receives full disclosure about the fee structure and whether commission-based fees are paid by the pool to such agents or brokers. Agent or broker compensation structure information is provided at least annually to the governing body, and at any time the compensation structure changes. Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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III-F. The pool does not (under any circumstances) require or expect service providers to provide gifts, perks, or other benefits to its governing board or staff as a condition of doing business with the pool. Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard IV: Member Services

IV-A. The pool has documented strategies addressing:

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1. Member retention goals and methods Yes

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2. Prioritization of in-person visits to members Yes

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3. Growth goals and methods, including marketing initiatives to potential pool members Yes

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4. Orientation of new pool members Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

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IV-B.1. The pool has determined the appropriate frequency, format and content for communicating important pool information to its members in order to facilitate its members' understanding about the pool's values, operations and efficacy. Yes

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**Reviewer Communication**

There are no comments or questions posted for this section yet.

IV-B.2. The pool communicates the following information to its members

a. The pool's overall strategic vision or plan Yes

b. The pool's value proposition in the market Yes

c. Net position of the pool in the current year and over time Yes

d. Basic information about pool coverages, limits, member deductible options, etc. Yes

e. Loss trends such as major types of losses (measured by frequency and/or severity) or new risk areas Yes

f. Membership data on the whole, for example the total number of members, total pool exposures, etc. Yes

g. Services offered by the pool including training courses, onsite risk management reviews or evaluations, wellness programs, grants, phone consultation services, etc.; and the number of such services provided to members Yes

h. Decisions and important actions of the pool's governing body that could impact members Yes

**Reviewer Communication**

There are no comments or questions posted for this section yet.

IV-C.1. The pool has considered whether and how to measure member satisfaction with its:

a. Coverages Yes

b. Claims functions Yes

c. Enrollment meetings Yes

d. Underwriting practices Yes

e. Risk management services Yes

f. Communication methods with members Yes

g. Any other pool-determined important measure of effective member services and/or member relationships Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IV-C.2. The pool's governing body is regularly apprised of key findings from member satisfaction evaluations. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IV-D.1. The pool has considered how it will meet member relationship goals and objectives relative to roles within its member agencies, for instance elected officials, administrators, agents or brokers, and other key people. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IV-D.2. The pool has a system, tool and/or workflow in place to measure the pool's performance toward building and maintaining member relationships. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IV-E. The pool communicates with representatives about their individual roles and responsibilities to build or maintain a positive relationship with pool members including:

1. Board Members Yes

2. Staff Yes

3. Contracted employees Yes

4. Third party administrators working for the pool Yes

**Reviewer Communication**

There are no comments or questions posted for this section yet.

## Standard V: Coverage

### V-A. Coverage Documentation

1. The pool provides clear documentation of coverage to its members. Coverage documentation is regularly reviewed for ease of understanding, flow of information, and member comprehension. Yes

2. Coverage documentation (including member communication) is consistent with state laws or regulations about whether coverage provided by the pool is "insurance." Yes

3. The pool provides a certificate of coverage to all members, agents, business partners, and/or to their contracted indemnitees as required by law, and/or as requested. Yes

#### **Reviewer Communication**

There are no comments or questions posted for this section yet.

### V-B. Coverage Adequacy

The pool regularly examines and evaluates the coverage it provides members to determine whether new coverage should be introduced, or existing coverage modified. The process to review coverage includes:

1. Considering input from members Yes

2. Reviewing state or national coverage regulations and requirements, and changes in legislation or regulation that might impact coverage Yes

3. Gathering input from claims, underwriting, member services, risk management, or other departments Yes

4. Consulting with reinsurance, excess, or stop loss partners Yes

5. Reviewing local and national insurance market trends, market competition, market coverage and pricing Yes

#### **Reviewer Communication**

There are no comments or questions posted for this section yet.

### V-B.1 Coverage Change Management

The pool effectively manages, documents, and communicates coverage changes. In doing so, the pool:

a. Maintains historical records about what coverage changes have taken place, with effective dates Yes

b. Documents and follows approval processes, including whether coverage changes need approval by the governing body, regulators, reinsurance and excess partners, or others Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

V-B.2 Coverage Legal Review

a. The pool has determined how frequently coverage counsel will be engaged to review coverage documentation (existing and/or proposed), and engages such review. Yes

b. Please include the date coverage documents were last reviewed by coverage counsel:  6/25/2025

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

V-C. Coverage Disputes

The pool has a documented process for resolving member coverage disputes that includes staff authorities, escalation to the governing body, when counsel will be engaged to guide the pool, and any outside remedies or processes that members may elect. Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Memorandum of Coverage - Liability Program: Section V, subsection j, Appeal of Disputes and Memorandum of Coverage Workers' Compensation Program: Section V, subsection L, Appeal of Disputes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard VI: Underwriting

VI-A Underwriting Criteria

1. The pool has written and objective underwriting criteria to evaluate member risk and pricing. Yes

2. If the pool uses AI to support underwriting decisions, it has determined appropriate parameters to validate and review all decisions facilitated through AI means. Yes

3. The pool has an application that prospective members complete in order to request coverage, and a method for gathering data about any risk changes upon member renewal. Yes

4. The pool has determined its overall pricing philosophy for new and renewing members and establishes annual goals relative to overall underwriting performance, such as a target for overall underwriting income and/or a rate target for the year. Yes

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5. The pool has determined how pool expenses including losses, loss adjustment expenses, and administrative expenses will be allocated among members. Yes

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6. The pool has determined whether and to what extent a member's exposure(s) and experience will impact its required contributions. Yes

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7. The pool has determined the degree to which underwriting discretion can be asserted in member pricing. Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VI-B Underwriting Systems and Data

The pool has a system or set of systems that allow it to collect, maintain, report, and analyze member underwriting information, with at least the following minimum capabilities:

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1. Generate reports by member entity, member contributions, coverage type, and other appropriate variables determined by the pool Yes

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2. Report current and historical exposures and rates, by member entity Yes

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3. Provide summary and detailed analysis of exposures to effectively interact with reinsurance and/or excess insurance partners, actuaries, regulators, and others as may be appropriate or required Yes

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4. Full transparency into any AI-enabled analytics, recommendations and business rules Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VI-C Underwriting Communication

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1. The pool communicates its overall underwriting goals and methods to its members, including deadlines for submitting underwriting information and any consequences that might apply. Yes

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2. The pool provides members with information about upcoming rate and/or contribution changes in a manner that is timely and aligns with the pool's notice provisions for member withdrawal. Yes

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VI-D Insurance Agents and Brokers

1. The pool has determined whether members may or must place coverage with the pool through an insurance agent or broker. Pool has required board policy

Cite policy (or section of policy) fulfilling standard: All optional group-purchased coverages clearly state through which insurance company coverage can be secured.

2. If the pool allows or requires a member to use an agent or broker intermediary, it clearly communicates with both the agent/broker and the member entity about:

a. The role of the agent or broker with the pool and any compensation paid by the pool to the agent or broker (including fees or commissions embedded within the member's contribution) Yes

b. Expectations of the member, regardless of the presence and role of the agent/broker Yes

c. Communications the pool will make to its member directly Yes

3. The pool has determined whether and on what basis it will pay member agents or brokers. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard VII: Business Continuity

VII-A The pool has assessed business continuity risks and has adopted a written, all hazards business continuity plan. At a minimum, the business continuity plan includes plans and parameters for the following during a significant business interruption of any kind:

1. Alternate procedures The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

2. System access The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

3. Work locations The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

4. Other resources needed to maintain core pool business operations and assist in recovery of full operations The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

5. Methods for recovery of and access to critical data The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

6. Parameters for securing data that may be private and/or confidential. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

7. Methods for recovery of and access to critical operational systems and communications infrastructure, including phone systems, email systems, website and web portals, customer relationship management or similar contact systems of record, claims systems, finance systems, etc. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

8. Access to reinsurance and/or excess insurance records, including current and former binders, correspondence, policies, endorsements and certificates. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

9. Physical access to contact information (including phone numbers) for members, pool governing body members, pool staff, and key vendors that may need to be contacted. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

10. When the plan will be invoked or implemented The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

11. The team responsible for implementation The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

12. By whom and upon what circumstances notification will be made to pool staff and the governing body, service providers, and members. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: CJPIA Business Continuity Plan 2024

### Reviewer Communication

*There are no comments or questions posted for this section yet.*

VII-B The pool has adopted a cyber incident response plan. The cyber incident response plan addresses at a minimum:

1. Pool capabilities and methods to detect and investigate potential cyber threats and suspected cyber incidents, including those presented by AI systems or through AI means. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Policy - Incident Reporting and Data Breach Response

2. How the pool will prioritize and analyze reports of incidents to determine if further action is needed. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Policy - Incident Reporting and Data Breach Response

3. How the pool will collect and preserve evidence if a cyber incident is suspected. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Policy - Incident Reporting and Data Breach Response

4. Strategies the pool will use for containing a cyber threat or incident to prevent further spread or damage.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Policy - Incident Reporting and Data Breach Response
5. Strategies the pool will use to eliminate or mitigate an active threat. This includes both stopping the threat and mitigating the vulnerability that allowed the threat to occur.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Policy - Incident Reporting and Data Breach Response
6. Strategies the pool will use for restoring operations once the threat has been eliminated. This involves identifying the last time the impacted system was functioning properly and restoring backups to this state.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Policy - Incident Reporting and Data Breach Response
7. When the plan will be invoked or implemented, the team responsible for implementation, by whom and upon what circumstances notification will be made to pool staff and the governing body, service providers, and members.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Policy - Incident Reporting and Data Breach Response

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VII-C If the pool maintains a physical office space, the pool has adopted an emergency response plan or emergency action plan defining procedures and actions during a crisis event (e.g. fire, earthquake, active threat). The plan includes:

1. Directing people and resources away from danger	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Workplace Safety Policy, Workplace Violence Prevention Plan 2024
2. Evacuating facilities	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Workplace Safety Policy, Workplace Violence Prevention Plan 2024
3. Working with first responders to ensure safety	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Workplace Safety Policy, Workplace Violence Prevention Plan 2024

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VII-D The pool has documented how its business continuity plan, cyber incident response plan, and emergency response plan will be reviewed, maintained, and tested over time. The pool:

1. Communicates relevant aspects of these plans to all staff at least annually	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Workplace Safety Policy, Workplace Violence Prevention Plan 2024

2. Holds drills or training sessions regularly to ensure staff know how to respond The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Workplace Safety Policy, Workplace Violence Prevention Plan 2024

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VII-E The pool has discussed business continuity with the governing body and makes periodic reports to the governing body regarding its preparedness and response plans for business disruptions. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard VIII: Data Security

VIII-A. The pool has procedures and protocols to limit access to its computer network to authorized users, hardware, devices and software. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT management company maintains these protocols. Access is only granted to those with appropriate credentials.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-B The pool actively manages the security and lifecycle of hardware authorized to access its network through patching, upgrades, and discontinuation/retirement to prevent exploitation of vulnerable services and settings. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Management company maintains these services and schedules.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-C. If the pool allows access to its network for pool purposes by any personally-owned devices from any source, such as staff-owned or service provider mobile phones, laptops, or tablets, it has a written policy regarding:

1. Acceptable use of devices Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Access to our network is device-agnostic. Access is granted to those with verified credentials on any device they use.

2. Allowed devices Required policy is not applicable to the pool

Explain why the standard is not applicable to the pool: See answer above.

3. Support for devices Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Acceptable use of Computer Resource Policy

4. Security protocols for pool data Pool has required board policy

Cite policy (or section of policy) fulfilling standard: Acceptable Use for Computer Resource Policy, IT - Security Operations Policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-D The pool has a written AI use policy applicable to all people with access to pool systems or data, including permitted and non-permitted uses of AI for any pool purpose, and permitted and non-permitted access by any AI system to any pool data, information or other resources.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Acceptable Use for Computer Resource Policy, IT Generative AI policy, procedure to set Security standards of firewall and external ports.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-E The pool has data security and protection procedures in place to prevent data compromise and the unintentional release of sensitive information, including at a minimum:

1. Hardware and infrastructure protection such as firewalls, proxy servers, endpoint detection and response, network monitoring, intrusion prevention systems, multifactor authentication and virtual private networks.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

IT Policy - Incident Response and Data Breach Reporting. The Authority uses Duo for multifactor authentication, and also uses the KnowB4 anti-phishing solution to train staff to avoid clicking or responding to emailed cyber risks.

2. Protection from user-based risks such as data loss prevention systems, least privilege access, and restricting system downloads.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

IT - Security Operations policy.

3. Protection from emerging risks as the result of AI systems implemented by the pool or its service providers, and AI-enabled cybersecurity threats

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

IT Generative AI policy, IT Technical Controls policy, IT Security Operations policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-F The pool has determined how often to conduct data backups in light of its operations and data needs. The pool actively protects and backs up electronic files, including at a minimum the following provisions:

1. Housing back-up data separately from the pool's main network, whether offsite, air-gapped, or in the cloud.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Business Continuity Backup and Disaster Recovery Policy
2. Encrypting backups that contain PII or sensitive data.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Security Operations Policy
3. Testing backups on a periodic basis.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	IT Business Continuity Backup and Disaster Recovery Policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-G The pool has defined the use, assignment, revocation, and configuration of administrative privileges for everyone with administrative access to:

1. Computers	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Administrative access is controlled by our IT Management company.
2. Networks	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Administrative access is controlled by our IT Management company.
3. Applications	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Administrative access is controlled by our IT Management company.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-H The pool regularly provides cybersecurity training to all users with access to its system(s)), including training about emerging and new cyber threats such as those posed by AI.	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	The Authority uses KnowB4 cyber training for all staff to educate them on emerging cyber threats, how to identify phishing, and current AI-driven defense measures.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-I The pool regularly conducts data vulnerability assessments and remedies issues when necessary.	The pool meets the Standard
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Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Policy - Incident Response and Data Breach Reporting,

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-J. All hardware, software, data use and data storage systems are compliant where necessary with relevant federal and state laws. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: IT Policy - Incident Response and Data Breach Reporting, IT Policy - Information Security Program Management

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

VIII-K The pool makes periodic reports to its governing body regarding the security of the pool's data and any planned security enhancements Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard IX: Claims Management

IX-A. Claims Management and Administration

Regardless of whether the pool administers claims using in-house staff or a contracted relationship, the pool has written procedures addressing the entire life cycle of claims management and administration activities and shares them with the administration team regularly, including at a minimum procedures that address:

1. Initial notice and intake procedures for new claims Yes

2. Adjuster assignments and supervisory oversight Yes

3. File notes and claim documentation Yes

4. Reserving practices, including reserve changes or updates Yes

5. Timeliness standards for claims adjusting activities Yes

6. Claim investigation methods, expectations and activities Yes

7. Methods to raise coverage questions or other reasons a claim might be denied, and the process for doing so Yes

8. Member and/or claimant communication expectations throughout the life of a claim Yes

9. Methods to identify and effectively manage claims with potential to be more severe than originally expected Yes

10. Subrogation and salvage activities and expectations Yes

11. Timely and complete reporting of claims to the pool's reinsurers or excess carriers, and tracking of recoverables Yes

12. If the pool uses AI to support claims management and administration, it has determined appropriate parameters to validate and review all decisions facilitated through AI means. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IX-A.1. Regardless of whether the pool administers claims using in-house staff or a contracted relationship, the pool assures:

a. The claims administration staff are provided regular training to assure their understanding of and compliance with documented claims processes, procedures, and expectations Yes

b. The claims administration staff has regular opportunity to discuss challenging claims, roundtable claim results and processes, and consider opportunities for better managing member claims Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IX-A.2. Regardless of whether the pool administers claims using in-house staff or a contracted relationship, the pool has specific written policies regarding:

a. Claim settlement authority levels and hierarchy, including whether and when a committee or governing body must approve settlements Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Memorandum of Coverage Liability 2025-2026, II B. Defense and Settlement. The pool has established procedures for claims processing, authority levels, and requirements for bringing claims forward to the Executive Committee.

b. An appeals process for members to dispute claim denials, including whether and when escalation to the governing body is allowed Pool has required board policy  
Cite policy (or section of policy) fulfilling standard: Memorandum Of Coverage Liability 2025-2026, J. Appeal of Disputes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IX-B Claims Data Management

The pool has an electronic system or set of systems that allows the pool to maintain, report, and analyze claim information and claim financial data with at least the following minimum capabilities:

1. Generate claim reports by member entity, claimant, subscriber, or other appropriate variable that has been consciously determined by the pool Yes

2. Report accurate financial data by claim including amount paid, claim or case reserves, and recoverables Yes

3. Report total incurred and paid claims by line of business, as of a given valuation date Yes

4. Reconcile claims data to the pool's financial accounting system Yes

5. Full transparency into any AI-enabled analytics, recommendations and business rules Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

IX-B.1 The pool has determined what member-specific claims data and information it will provide to a member and on what basis and/or timing it will do so. Yes

The pool provides to any requesting member the member's own claims for requested time period of data including, at a minimum:

a. Claim identifiers (claimant, facility, etc.) Yes

b. Dates of loss Yes

c. Amounts paid by claim Yes

d. Any electronic claims system(s) in place at the pool (whether or not the systems are owned and maintained by the pool directly) are appropriately secured and accessible only by appropriate and authorized users. Yes

e. The pool has taken adequate steps to assure its claims data are fully accessible, portable, and able to be converted to a new system if necessary for any reason. Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## IX-C Litigation Management

The pool maintains litigation management practices including at a minimum:

1. Attorney qualifications required to defend claims on behalf of member entities	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection
2. Criteria and a process for accepting or approving attorneys to defend claims on behalf of member entities	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection
3. Criteria and a process for accepting a defense attorneys not otherwise approved by the pool	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection
4. Required reporting by the defense attorney to the pool about litigation status, budget, and overall case management	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection
5. Required communication by the defense attorney to the member entity, including regular status reports or updates	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection
6. Performance standards or guidelines for defense attorneys	The pool meets the Standard
Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:	Memorandum of Coverage VI. C. Defense Counsel Selection

### **Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## IX-D Independent Claims Audit

Regardless of whether the pool administers claims using in-house staff or a contracted relationship, the pool conducts a claims audit by a qualified firm or individual, at least once every three years. The claims audit is conducted by a firm or person independent of the pool and its claims administrators, reinsurers or excess carriers.

The independent claims audit includes, at a minimum, review of the following key components of the pool's claims management policies and procedures:

- Timely claims handling
- Claim file documentation and supervisory oversight
- Adherence to claim payment and settlement authorities
- Claim reserving practices
- Adequacy of claims investigation
- Adequacy of claim communication with the pool member and claimant
- Litigation management activities
- Alignment of loss experience reports to case reserves and payments

The pool governing body is provided a written report of findings from the audit, including any areas of deficiencies or exceptions and how the pool will address such deficiencies.	Pool has required board policy
Cite policy (or section of policy) fulfilling standard:	Memorandum of Coverage V. Conditions and Responsibilities
Please include the date of the last claims audit.	11/6/2025

**Reviewer Communication**

There are no comments or questions posted for this section yet.

IX.E The pool has a documented procedure to address how claims will be managed and processed when they present an actual, potential, or perceived conflict to the claims staff relative to the pool’s governance activities and/or governing body. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Memorandum of Coverage V. Conditions and Responsibilities

The intent of this standard is to address the handling and management of such claims, not the governance conflict that may exist.

Examples might include a disputed valuation for a property claim from the member entity of a director sitting on the governing body of the pool; a pool governing body director with a workers’ comp claim against the pool; or an auto liability claim involving a member of the pool’s governing body. Another possible claims conflict would be if a pool employee or member of the governing body has a claim against the pool for an action the pool self-insures.

**Reviewer Communication**

There are no comments or questions posted for this section yet.

## Standard X: Professional Development

X-A The pool has established professional development expectations for its governing body about:

1. Public entity pooling structure and regulation Yes

2. The roles, responsibilities, and decision making authority of governing body members Yes

3. Methods and degree of oversight the governing body provides for pool financial status, including the pool's net position policy Yes

4. How the pool allocates costs and risks among members and the impact of its overall pricing philosophies Yes

5. The pool's reinsurance, excess insurance, and/or stop loss model and retention(s) Yes

6. The pool's investment practices and investment management oversight Yes

7. Financial and operational industry norms and best practices Yes

**Reviewer Communication**

There are no comments or questions posted for this section yet.

X-B.1 As related to all pool staff, whether employed or contracted and applicable regardless of tenure or role at the pool:

a. The pool has established expectations for professional development through relevant training and ongoing education Yes

b. The pool identifies appropriate professional development opportunities Yes

c. The pool has determined whether certifications are required or recommended and to what extent ongoing education costs are reimbursed Yes

d. The pool provides onboarding and orientation pertinent to the job duties Yes

e. The pool provides professional networking opportunities with other public entity pools, professional organizations or associations, and service provider partners Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

X-B.2 Staff directly employed by the pool are provided:

a. Annual performance goals Yes

b. At least annual performance feedback Yes

c. Job specific skills training Yes

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard XI: Risk Management

XI-A The pool regularly examines member loss exposures and loss performance to determine its risk management philosophy. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Risk management staff regularly review loss exposures and loss performance. Staff identify programs, explore, budget, and rolls out new risk management programs to members to mitigate current risks and future exposures.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XI-B The pool has identified overall risk management goals and desired outcomes. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: The Risk Management staff engage in annual goal setting, strategic planning, and regular meetings to review risk management data and establish goals, desired outcomes, and related metrics.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XI-C The pool has considered how, when and where to prioritize deployment of risk management resources or programs to members.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Staff examines relevant data, legislation, loss runs, and emerging trends to prioritize the deployment of risk management programs to members. Staff will couple the risk programs with relevant training to increase the success of new programs.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XI-D The pool communicates its overall risk management philosophy, goals and priorities to its members, staff and contracted service providers.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

The Authority engages with members, staff, and contract services providers in multiple ways to communicate the overall risk management philosophy. Regional risk managers meet with members in their region to discuss each member's risk needs. Quarterly Risk Management committee meetings are held to review current and emerging risk trends and proposed solutions. Regular risk management training sessions are held to discuss emerging topics and provide members with a forum to learn from one another. Staff conducts risk management evaluations at member agencies and with third-party administrators to provide the member with a synopsis of their current risk profile and a plan for improvement.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XI-E The pool provides, delivers or promotes risk management programs to members with content specifically designed to avoid or reduce known risks.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Staff communicated all new risk management programs aimed at assisting members with current or emerging trends to minimize risk. New programs are developed based on risk data, new legislation, or emerging trends. Staff communicates new programs to members through webinars, newsletter articles, emails, meetings, risk management evaluations, training academies, and the annual risk management educational conference.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XI-F The pool has established and documented risk management standards or expectations members must meet.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Regional risk managers conduct risk management evaluations for members every 3 to 5 years. The evaluation is an extensive review of the member's potential risks against the pool's risk management standards. After the onsite evaluation, the member will receive a report with follow-up items to improve risk within the agency. The Regional Risk Manager will work with the member to establish appropriate risk processes, policies, and procedures, provide secure training, and implement risk mitigation measures so the member can mitigate current and future risks.

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

## Standard XII: Operationalizing Artificial Intelligence

XII-A The pool knows where and how AI systems are being used to support its operations, including by service providers and business partners with access to pool data, information or other resources.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Generative AI Employee Use Policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XII-B The pool has a process by which to regularly review and update its understanding of AI use that supports its operations, adjusting AI practices and policies as needed in a rapidly changing AI environment.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Generative AI Employee Use policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XII-C The pool has clearly communicated standards and practices about AI decision-making in its operations and when human oversight is required.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice:

Generative AI Employee Use Policy

**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XII-D The pool has a plan for managing AI transparency, errors, bias and concerning outputs.

The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Generative AI Employee Use policy

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

XII-E The pool has determined when and how to communicate its use of AI to members. The pool meets the Standard

Explain how Standard is met. This Standard may be met via board policy, statute, procedure or practice: Generative AI Employee Use policy

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**Reviewer Communication**

*There are no comments or questions posted for this section yet.*

[Back to Application](#)

**CALIFORNIA**  
**JOINT POWERS INSURANCE AUTHORITY**

8081 Moody Street, La Palma, California 90623-2045  
(800) 229-2343    FAX (562) 860-4992

RESOLUTION NO. 2026-04 WR

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF  
THE BOARD OF DIRECTORS OF THE  
CALIFORNIA JOINT POWERS INSURANCE AUTHORITY  
ALLOWING CERTAIN CLAIMS AND DEMANDS  
IN THE TOTAL AMOUNT OF \$35,036,007.53

The Executive Committee of the CALIFORNIA JOINT POWERS INSURANCE AUTHORITY does find and resolve as follows:

**SECTION 1:** The Treasurer or his designated representative, hereby certifies, and the Chief Executive Officer hereby approves the accuracy of the demands set out in Exhibit A, which is attached hereto and incorporated herein by this reference, and to the availability of funds for payment thereof.

\_\_\_\_\_  
Jose Gomez, Treasurer

\_\_\_\_\_  
Alexander Smith, Chief Executive Officer

**SECTION 2:** The list of claims and demands on Exhibit A have been audited as required by law and that the same are hereby allowed in the amount as hereafter set forth.

ADOPTED AND APPROVED the 17th day of April 2026.

\_\_\_\_\_  
Margaret Finlay, President

I, Tom Chavez, do hereby certify that I am the duly appointed Secretary of the CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, and the foregoing is a true and correct copy of Resolution No. 2026-04 WR adopted by the Executive Committee of said Authority at a regular meeting thereof on the 17th day of April and entered into the minutes of said meeting.

DATED:                    April 17, 2026

\_\_\_\_\_  
Tom Chavez, Secretary

**California Joint Powers Insurance Authority  
Warrant Register**

**From: 3/1/2026 to 3/31/2026**

Bank	Date	Check Number	Payee	Amount	Description
<b>DISBURSEMENT</b>					
	3/2/2026	EFT1011598	Equation Technologies, Inc.	\$	5,025.00 Sage Intacct License 3/2/26 - 12/29/26
	3/3/2026	20260303	Southern California Edison Company	\$	3,783.49 Electricity charge, 1/26
	3/5/2026	26191	Alhambra	\$	245.00 Training workshop meal reimbursements, 2/26/26
	3/5/2026	26192	Atascadero	\$	110.00 Training workshop meal reimbursements, 2/26/26
	3/5/2026	26193	City of Carpinteria	\$	245.00 Training workshop meal reimbursements, 2/18/26
	3/5/2026	26194	Chino Hills	\$	850.00 Training workshop meal reimbursements, 2/24/26 & 2/26/26
	3/5/2026	26195	Dana Point	\$	110.00 Training workshop meal reimbursement, 1/15/26
	3/5/2026	26196	Imperial	\$	720.00 Training workshop meal reimbursements, 12/16/25
	3/5/2026	26197	Moorpark	\$	90.00 Training workshop meal reimbursements, 3/3/26
	3/5/2026	26198	Pacific Grove	\$	630.00 Training workshop meal reimbursements, 2/24/26
	3/5/2026	26199	ROTH STAFFING COMPANIES, LP	\$	1,665.00 Liability program Temp support, 2/22/26
	3/5/2026	26200	Santa Paula	\$	325.00 Training workshop meal reimbursements, 1/22/26
	3/5/2026	26201	Sedgwick Claims Management Services Inc.	\$	6,587.32 Instructor training workshop fees, 1/22/26; Risk management evaluations, 1/26
	3/5/2026	26202	Southern California Association of Governments	\$	360.00 Training workshop meal reimbursements, 2/25/26
	3/5/2026	26203	Stanton	\$	270.00 Training workshop meal reimbursements, 2/27/26
	3/5/2026	26204	The Standard Insurance Company	\$	7,639.69 AD&D, LIFE, LTD & STD, 3/26
	3/5/2026	26205	Town of Apple Valley	\$	695.00 Training workshop meal reimbursements, 2/23/26 - 2/26/26
	3/5/2026	26206	West Covina	\$	330.00 Training workshop meal reimbursements, 2/26/26
	3/5/2026	26207	Xerox Corporation	\$	3,006.00 Records Scanning Project, 1/26 & 2/26
	3/5/2026	EFT1011599	Equation Technologies, Inc.	\$	500.00 Accounting software support, 2/26
	3/5/2026	EFT1011600	Ardurra Group, Inc.	\$	3,662.17 Land Movement Toolkit Development, 1/26
	3/5/2026	EFT1011601	Forma Health and Performance Inc.	\$	16,900.00 January instructor training workshops fees
	3/5/2026	EFT1011602	Kinetic Personnel Group	\$	1,218.00 Liability program Temp support, 2/22/26
	3/5/2026	Multiple	Executive Committee Members	\$	7,922.03 Executive Committee meeting, 2/25/26
	3/5/2026	EFT1011614	Lundberg Enterprises, LLC	\$	9,450.00 Training instructor fees
	3/5/2026	EFT1011615	Wilmes LLC	\$	5,820.00 Instructor training workshop fees, 2/9/26 - 2/11/26
	3/5/2026	EFT1011616	The Meritage Resort and Spa	\$	337.61 League City Managers conference luncheon sponsorship
	3/5/2026	EFT1011617	Cooperative Personnel Services	\$	199.00 Instructor training workshop fees, 2/18/26
	3/5/2026	EFT1011618	Tripepi Smith & Associates, Inc.	\$	9,850.00 Monthly retainer, 3/26
	3/5/2026	EFT1011619	Juve Creative, Inc.	\$	42,606.60 February Marketing and Graphic Design
	3/5/2026	EFT1011620	Delta Dental - PPO	\$	5,363.96 Dental premium, 3/26
	3/5/2026	EFT1011621	Protelligent, Inc.	\$	35,334.27 Licensing & renewals, 3/26; CRM, License and Renewal, and Tech Support, 4/26
	3/5/2026	Multiple	California JPIA Employees	\$	2,614.40 Business expense reimbursement
	3/5/2026	EFT1011623	Health and Human Resource Center Inc	\$	62.64 Employee Assistance program, 4/26
	3/5/2026	EFT1011624	Robert Half Inc	\$	3,960.00 Finance temp services, 2/27/26
	3/5/2026	EFT1011626	Dychelon LLC	\$	18,266.35 Instructor training workshop fees, 2/10/26 - 2/23/26
	3/5/2026	EFT1011627	SSMD Holdings, LLC	\$	2,542.25 Instructor training workshop fees, 2/19/26
	3/11/2026	26208	ACS Billing Service	\$	271.12 Sanitation service, 2/26
	3/11/2026	26209	Alhambra	\$	205.00 Training workshop meal reimbursements, 3/4/26
	3/11/2026	26210	Arroyo Grande	\$	570.00 Training workshop meal reimbursements, 3/3/26
	3/11/2026	26211	Chino Hills	\$	135.00 Training workshop meal reimbursements, 3/5/26
	3/11/2026	26212	Commerce	\$	147,000.00 Duplicate payments, 2/24/26 and 2/27/26
	3/11/2026	26213	John C. Barber	\$	1,076.35 Legal service, 1/26
	3/11/2026	26214	Lemon Grove	\$	115.00 Training workshop meal reimbursements, 3/4/26
	3/11/2026	26215	Lomita	\$	110.00 Training workshop meal reimbursements, 3/9/26
	3/11/2026	26216	Morro Bay	\$	915.00 Training workshop meal reimbursements, 3/3/26 - 3/5/26
	3/11/2026	26217	Poway	\$	2,160.00 Training workshop meal reimbursements, 3/3/26 and 3/4/26

**California Joint Powers Insurance Authority  
Warrant Register**

**From: 3/1/2026 to 3/31/2026**

Bank	Date	Check Number	Payee	Amount	Description
	3/11/2026	26218	Public Health Institute	\$	1,543.77 ADA resource content consultation
	3/11/2026	26219	Rodriguez Landscape Maintenance, Inc.	\$	1,600.00 Landscaping service, 2/26
	3/11/2026	26220	San Gabriel	\$	65.00 Training workshop meal reimbursements, 3/2/26
	3/11/2026	26221	San Marino	\$	110.00 Training workshop meal reimbursements, 3/4/26
	3/11/2026	26222	Southern California Gas Company	\$	16.72 Gas charge, 2/26
	3/11/2026	26223	United Elevator Company	\$	290.00 Elevator maintenance, 3/26
	3/11/2026	EFT1011628	Health and Human Resource Center Inc	\$	62.64 Employee Assistance program, 3/26
	3/11/2026	EFT1011629	Constangy, Brooks, Smith & Prophete LLP	\$	1,947.50 Cyber incident, cyber coaching
	3/11/2026	EFT1011630	Cooperative Personnel Services	\$	20,000.00 Curriculum development
	3/11/2026	EFT1011631	Athens Insurance Service Inc.	\$	349,568.75 WC Claims administration fee, 3/26
	3/11/2026	EFT1011632	Kinetic Personnel Group	\$	1,222.62 Liability program Temp support, 3/1/26
	3/11/2026	EFT1011633	Public Agency Retirement Services	\$	1,000.00 Retirement REP admin fee, 1/26
	3/11/2026	EFT1011634	California JPIA Employee	\$	77.00 Business expense reimbursement
	3/11/2026	EFT1011635	Ardurra Group, Inc.	\$	590.45 Land Movement Toolkit Development, 2/26
	3/11/2026	EFT1011636	Protelligent, Inc.	\$	3,307.81 Licensing & renewals
	3/11/2026	EFT1011637	Robert Half Inc	\$	3,960.00 Finance temp services, 3/6/26
	3/11/2026	EFT1011638	Independent Consulting & Risk Management Services, LLC	\$	4,000.00 Operations consulting and special projects, 2/26
	3/11/2026	EFT1011639	Charles Schwab	\$	1,341.11 401 A Contribution, 3/11/26
	3/11/2026	EFT1011640	6745031200 PARS/CIPIA	\$	2,074.13 PARS Excess benefit contribution, 2/21/26 - 3/6/26
	3/12/2026	20260312	American Express	\$	128,725.09 Business expenses
	3/18/2026	26224	Atascadero	\$	600.00 Mental Health counseling, 2/26
	3/18/2026	26225	Calabasas	\$	95.00 Training workshop meal reimbursements, 3/17/26
	3/18/2026	26226	Catherine Sloan	\$	1,217.40 Medicare Part B 1st quarter payment
	3/18/2026	26227	Cerritos	\$	855.00 Training workshop meal reimbursement, 3/9/26 and 3/11/26
	3/18/2026	26228	Chino Hills	\$	750.00 Training workshop meal reimbursements, 3/10/26 - 3/11/26
	3/18/2026	26229	Connie Gilbert	\$	1,217.40 Medicare Part B 1st quarter payment
	3/18/2026	Multiple	Participating LTF Committee Members	\$	3,250.00 LTF Committee meeting, 3/11/26
	3/18/2026	26232	Fountain Valley	\$	150.00 Training workshop meal reimbursements, 3/12/26
	3/18/2026	26233	Garett Brian Gruber	\$	1,661.69 Office supplies, 2025 holiday card
	3/18/2026	26235	Imperial	\$	115.00 Training workshop meal reimbursements, 3/17/26
	3/18/2026	26239	La Mirada	\$	55.00 Training workshop meal reimbursements, 3/10/26
	3/18/2026	26240	La Quinta	\$	265.00 Training workshop meal reimbursements, 3/11/26 and 3/12/26
	3/18/2026	26241	Los Altos Trophy	\$	55.38 Office supplies, name badge
	3/18/2026	26244	Norwalk	\$	800.00 Training workshop meal reimbursements, 3/11/26 and 3/12/26
	3/18/2026	26245	Paso Robles	\$	365.00 Training workshop meal reimbursements, 2/25/26 and 3/11/26
	3/18/2026	26246	Pitney Bowes Bank Inc	\$	502.25 Meter mail postage
	3/18/2026	26247	Playsafe, LLC	\$	3,085.00 Instructor training workshop fees, 1/21/26
	3/18/2026	26248	Poway	\$	180.00 Training workshop meal reimbursements, 3/17/26
	3/18/2026	26249	Robert C. May	\$	2,434.80 Medicare Part B 1st quarter payment
	3/18/2026	26250	Rodriguez Landscape Maintenance, Inc.	\$	10,000.00 Facility maintenance, tree removals
	3/18/2026	26251	San Clemente	\$	230.00 Refreshments for training workshop, 3/12/26
	3/18/2026	26252	Southern California Edison Company	\$	3,570.75 Electricity charge, 2/26
	3/18/2026	EFT1011641	U.S. Bancorp Asset Management, Inc.	\$	15,852.52 Investment management fee, 2/26
	3/18/2026	EFT1011642	Tripepi Smith & Associates, Inc.	\$	213.75 Marketing, Elected Officials Summit; Office supplies, business cards
	3/18/2026	EFT1011643	Disability Access Consultants, LLC	\$	4,900.00 ADA survey and consulting, 2/26
	3/18/2026	EFT1011644	Milliman, Inc.	\$	13,166.25 LTF Actuarial services, 1/26
	3/18/2026	EFT1011645	Sierra Ergonomics Inc.	\$	2,344.72 Ergonomic assessment, 3/2/26
	3/18/2026	EFT1011646	Civica Law Group, APC	\$	2,833.60 Code enforcement policy development

**California Joint Powers Insurance Authority  
Warrant Register**

**From: 3/1/2026 to 3/31/2026**

Bank	Date	Check Number	Payee	Amount	Description
	3/18/2026	Multiple	Retired California JPIA employees	\$	10,304.40 Medicare Part B 1st quarter payment
	3/18/2026	Multiple	Executive Committee Members	\$	1,925.00 Executive Committee Special meeting, 3/13/26
	3/18/2026	EFT1011666	Triden Group Corporation	\$	7,891.00 Cyber Assessment, 2/26
	3/18/2026	EFT1011667	Jose Gomez	\$	182.69 Finance Officers Committee meeting, 3/12/26
	3/18/2026	EFT1011673	California JPIA Employee	\$	363.73 Business expense reimbursement
	3/18/2026	EFT1011675	Citrin Cooperman Advisors LLC	\$	5,743.12 CRM enhancement
	3/18/2026	EFT1011677	Robert Half Inc	\$	3,960.00 Finance temp services, 3/13/26
	3/18/2026	EFT1011678	FORTIS Resource Partners, Inc.	\$	3,357.50 Accounting Temp Support, 3/14/26
	3/18/2026	EFT1011679	Advocacy & Management Group, Inc.	\$	6,000.00 2026 RMEF consulting, 2/26
	3/25/2026	26253	Agoura Hills	\$	350.00 Training workshop meal reimbursement, 3/19/26
	3/25/2026	26254	Alhambra	\$	940.00 Training workshop meal reimbursements, 3/17/26 and 3/18/26
	3/25/2026	26255	Atascadero	\$	280.00 Training workshop meal reimbursements, 3/12/26
	3/25/2026	26256	Chino Hills	\$	300.00 Training workshop meal reimbursements, 3/17/26
	3/25/2026	26257	Commerce	\$	140.00 Training workshop meal reimbursement, 3/19/26
	3/25/2026	26258	Dana Point	\$	65.00 Training workshop meal reimbursements, 3/18/26
	3/25/2026	26259	La Mirada	\$	450.00 Training workshop meal reimbursements, 3/7/26
	3/25/2026	26260	La Quinta	\$	90.00 Training workshop meal reimbursements, 3/18/26 and 3/19/26
	3/25/2026	26261	Malibu La Costa Owners Association	\$	900.00 Annual Dues, APN# 4451-011-905 -21651
	3/25/2026	26262	Pacific Grove	\$	225.00 Training workshop meal reimbursements, 3/12/26 & 3/18/26
	3/25/2026	26263	Paramount	\$	80.00 Training workshop meal reimbursements, 3/18/26
	3/25/2026	26264	Paso Robles	\$	1,865.00 Critical Incident Response and Support
	3/25/2026	26265	Pismo Beach	\$	550.00 Training workshop meal reimbursement, 3/11/26 and 3/12/26
	3/25/2026	26266	Rosemead	\$	270.00 Training workshop meal reimbursements, 3/17/26
	3/25/2026	26267	ROTH STAFFING COMPANIES, LP	\$	6,198.75 Liability program Temp support, 1/25/26, 3/1/26 - 3/15/26
	3/25/2026	26268	San Dimas	\$	480.00 Training workshop meal reimbursements, 3/21/26
	3/25/2026	26269	San Marcos	\$	850.00 Training workshop meal reimbursement, 3/5/26
	3/25/2026	26270	Seaside	\$	135.00 Training workshop meal reimbursements, 3/17/26
	3/25/2026	26271	Signal Hill	\$	330.00 Training workshop meal reimbursements, 3/18/26
	3/25/2026	EFT1011680	Carl Warren & Company	\$	2,500.00 2025 CAJPA meeting meal, 9/16/25
	3/25/2026	EFT1011681	Burke, Williams & Sorensen, LLP	\$	2,132.00 Employment practices liability resources, 12/25 and 1/26; Legal service, 12/25
	3/25/2026	EFT1011682	Disability Access Consultants, LLC	\$	89,850.00 ADA survey, 2/26
	3/25/2026	EFT1011683	Red Brick Consulting, Inc.	\$	3,440.00 Big Sur Building design
	3/25/2026	EFT1011684	Alliant Insurance Services	\$	24,114.75 LTF 2026 Broker fee 2 of 3
	3/25/2026	EFT1011685	Collabware Corporation	\$	24,000.00 Support services, 4/1/26 - 3/31/27
	3/25/2026	EFT1011686	Harbinger Horizon	\$	18,089.15 Instructor training workshop fees, 2/11/26, 2/19/26, 2/23/26, and 3/4/26
	3/25/2026	EFT1011687	Austin Byrne Conley	\$	3,251.80 Legal service, 2/26
	3/25/2026	EFT1011688	Kinetic Personnel Group	\$	1,624.00 Liability program Temp support, 3/8/26 and 3/15/26
	3/25/2026	EFT1011689	Executive Committee Member	\$	616.66 Executive Committee meeting, 2/25/26
	3/25/2026	EFT1011690	FORTIS Resource Partners, Inc.	\$	6,764.30 Accounting Temp Support, 3/7/26, 3/21/26
	3/25/2026	EFT1011691	Benchmark Buyer Inc	\$	13,500.00 IMPACT annual subscription, 3/10/26 - 3/9/27
	3/25/2026	EFT1011692	Citrin Cooperman Advisors LLC	\$	60,208.88 CRM support, 2/26; Evidence of Coverage project
	3/25/2026	EFT1011693	California JPIA Employee	\$	384.25 Business expense reimbursement
	3/25/2026	EFT1011694	Marshall R. Goodman	\$	4,375.00 Curriculum development, 10/25 - 2/26
	3/25/2026	EFT1011695	Sodalite Tahoe Hotel TRS, LLC	\$	19,633.48 2026 CAJPA conference hotel deposit
	3/25/2026	EFT1011696	Computer Science Corporation Tribridge Holdings LLC	\$	10,852.80 LMS development
	3/25/2026	EFT1011697	Advocacy & Management Group, Inc.	\$	6,000.00 2026 RMEF Forum coordinator support, 4/26
	3/25/2026	EFT1011698	Robert Half Inc	\$	3,960.00 Finance temp services, 3/20/26
	3/25/2026	EFT1011699	Charles Schwab	\$	1,341.11 401 A Contribution, 3/25/26

**California Joint Powers Insurance Authority  
Warrant Register**

**From: 3/1/2026 to 3/31/2026**

Bank	Date	Check Number	Payee	Amount	Description
	3/25/2026	EFT1011700	6745031200 PARS/CJPIA	\$	2,197.88 PARS Excess benefit contribution, 3/7/26 - 3/20/26
	3/25/2026	EFT1011701	Dychelon LLC	\$	4,178.40 Instructor training workshop fees, 2/11/26 - 2/12/26
	3/25/2026	EFT1011702	SSMD Holdings, LLC	\$	8,144.56 Instructor training workshop fees, 3/5/26 - 3/12/26
	3/25/2026	EFT1011703	Paige McHale Gushchin	\$	1,930.00 Instructor training workshop fees, 2/26
	3/25/2026	EFT1011704	Athens Insurance Service Inc.	\$	247,144.41 2025 CAJPA meeting meal, 9/18/25; Liability Program Claims Administration Fee, 2/26
	3/27/2026	20260327	Chase Bank	\$	32,796.66 Business expenses
			Voided - California JPIA Checks	\$	(3,783.49) Disbursement Account Voids
			<b>DISBURSEMENT TOTAL</b>	<b>\$</b>	<b>1,587,594.14</b>
<b>GENERAL</b>					
	3/2/2026	1003232697	PERS HB	\$	107,026.51 Medical Premium, 3/26
	3/10/2026	1003240010	California Public Employees' Retirement System	\$	24,963.30 PERS Contribution Classic 2/21/26 - 3/6/26
	3/10/2026	1003240011	California Public Employees' Retirement System	\$	15,426.01 PERS Contribution PEPRA 2/21/26 - 3/6/26
	3/24/2026	1003248818	California Public Employees' Retirement System	\$	25,002.46 PERS Contribution Classic 3/7/26 - 3/20/26
	3/24/2026	1003248819	California Public Employees' Retirement System	\$	14,799.13 PERS Contribution PEPRA 3/7/26 - 3/20/26
	3/24/2026	1003248820	California Public Employees' Retirement System	\$	606.98 PERS Contribution Classic Retro 8/1/25 - 3/6/26
			<b>GENERAL TOTAL</b>	<b>\$</b>	<b>187,824.39</b>
<b>IMPREST ACCOUNTS DISBURSEMENTS</b>					
			California JPIA WC	\$	3,038,454.81 WC claims reimbursement
			ACCT# XXX-XXX5168		Ck# 194770-197615
			California JPIA EWC	\$	99,020.45 Excess WC claims reimbursement
			ACCT# XXX-XXX5184		Ck# 10335-10389
			California JPIA CCCSIF Workers	\$	23,501.68 CCCSIF WC claims reimbursement
			ACCT# XXX-XXX5176		Ck# 3283-3341
			California JPIA Liability	\$	9,707,769.00 Liability claims reimbursement
			ACCT# XXX-XXX3224		14465-15112
			California JPIA Excess Liability	\$	18,658,358.39 Excess Liability claims reimbursement
			ACCT# XXX-XXX9247		1523-1543
			California JPIA Property	\$	1,412,007.18 Property claims reimbursement
			ACCT# XXX-XXX5066		Ck# 9139-9175
			California JPIA Payroll	\$	3,115.78 Paylocity service fee, 3/26
			ACCT# XXX-XXX2794		
			California JPIA Payroll	\$	8,686.10 FSA reimbursement
			ACCT# XXX-XXX2794		March 1, 2026 - March 31, 2026
			California JPIA Payroll	\$	218,727.81 Payroll account reimbursement for pay period
			ACCT# XXX-XXX2794		Wednesday, March 11, 2026
			California JPIA Payroll	\$	27,147.04 Empower Trust Company, LLC, retirement contribution, 3/11/26
			ACCT# XXX-XXX2794		EFT# 139977261
			California JPIA Payroll	\$	211,302.91 Payroll account reimbursement for pay period
			ACCT# XXX-XXX2794		Wednesday, March 25, 2026
			California JPIA Payroll	\$	26,324.96 Empower Trust Company, LLC, retirement contribution, 3/25/26
			ACCT# XXX-XXX2794		EFT# 1404539989
			Voided - California JPIA Checks	\$	(173,827.11) All Imprest Account
			<b>IMPREST ACCOUNTS DISBURSEMENTS TOTAL</b>	<b>\$</b>	<b>33,260,589.00</b>

**California Joint Powers Insurance Authority  
Warrant Register**

**From: 3/1/2026 to 3/31/2026**

<b>Bank</b>	<b>Date</b>	<b>Check Number</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
			<b>GRAND TOTAL</b>	<u><b>\$ 35,036,007.53</b></u>	

In accordance with Article VII, of the Bylaws of the California Joint Powers Insurance Authority, the Chief Executive Officer hereby certifies to the accuracy of the demands and to the availability of funds for payment thereof.

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Alexander Smith, Chief Executive Officer