



Colorado Special Districts Property and Liability Pool

2021 Board Meeting Schedule

Friday, January 15

Friday, March 19

Board Education & Planning Meeting

Thursday, May 20 - Friday, May 21

Thursday, July 15

SDA Annual Conference – Keystone

Tuesday, September 14 - Thursday, September 16

Annual Pool Membership Meeting

Wednesday, September 15

Friday, October 15

Friday, December 10

Friday, January 21, 2022

All Board Meetings will be hybrid until further notice.

Members may attend in person or via WebEx.

POOL BOARD OF DIRECTORS MEETING

Friday - January 15, 2021

9:00 - 12:00 MST

Via WebEx

Call-in: 866-692-3580 // Access Code: 130 523 0206

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Larry Moore
9:01	00. Consent Agenda		Joe DePaepe
	A. Consent Agenda Recommendations Memo	1	
	1. Consent Agenda Recommendations Display	2	
	1. Approve Minutes		Larry Moore
	A. Board Minutes for December 11, 2020	3-7	
	2. Historical Claims and Loss Ratio		Joe DePaepe
	A. Historical Claims and Loss Ratio Report Memo	8	
	1. Report as of November 30, 2020	9-11	
	3. Report from McGriff - Consent Agenda Items		
	A. 1. Aged Account Receivables Report	12	Ana Holdren
	B. New and Lost Business Report for P&L and WC Memo	13	Jenniffer J. Alvarado
	1. New and Lost Business Report for P&L 2020	14	Ana Holdren
	2. New and Lost Business Report for WC 2020	15	Jenniffer J. Alvarado
	3. New and Lost Business Report for P&L 2021	16	Ana Holdren
	4. New and Lost Business Report for WC 2021	17	Jenniffer J. Alvarado
	C. Workers' Compensation Reinsurance Receivables Memo	18	Jenniffer J. Alvarado
	D. 2021 Terrorism, Sabotage, and Malicious Attack Coverage Memo	19	Ana Holdren
	1. 2021 Terrorism Master Reinsurance Contract	20-29	
	E. 2021 Liability Reinsurance Renewal Update Memo	30	Ana Holdren
	1. 2021 Liability Reinsurance Interim Binder	31-35	
	F. 2021 Environmental Legal Liability Renewal Update Memo	36	Ana Holdren
	1. 2021 Environmental Legal Liability Binder	37-40	
	G. Addendum to the Identity Recovery Coverage Quota Share Treaty Memo	41	Ana Holdren
	1. IDR Treaty Addendum No. 9	42-43	
	4. Risk Management Review Newsletter		Alex Terlecky
	A. Winter 2021 Newsletter Preview Memo	44	
	5. Designate Location Update		Jenniffer J. Alvarado
	A. Designate of Location for Public Notice of Meetings Memo	45	
	1. 2021 Board Meeting and Annual Conference Schedule	46	
9:05	6. Claims Management Committee		
	A. Claims Management Committee Report Memo	47	Joe DePaepe
	1. P&L New Claims Count Summary as of November 30, 2020	48	
	2. WC New Claims Count Summary as of November 30, 2020	49	
	3. Strategic Claims Tracking Report as of December 31, 2020	50-66	
	B. Approval of Three Attorney Applications to Serve on the Pool's Panel Memo	67	Dianne Criswell
	1. CSD Pool Defense Attorney Questionnaire - Michelle Ferguson	68-71	
	2. CSD Pool Defense Attorney Questionnaire - Kelley B. Duke	72-75	
	3. CSD Pool Defense Attorney Questionnaire - Christopher W. Crabtree	76-79	

9:45	7. Financial Information	Joe DePaepe
	A. November 2020 Interim Financial Statement Memo	80
	1. Interim Financial Statement	81-91
9:50	BREAK	
10:05	8. Report from McGriff	Ana Holdren
	A. Property Coverage Aggregate Stop Loss Memo	92
	1. Historical Property Reinsurance Values Report	93
	B. Property Reinsurance Renewal Summary Memo	94
	1. Historical Property Reinsurance Values Report	95
	2. Property Reinsurance Structure	96
	C. 2021 Member Crime Renewal Memo	97
	1. 2021 Crime Reinsurance Binder	98-103
10:20	9. Claims Audit Recommendations	Paula Lowder
	A. WC and P&L TPA Claims Audit Recommendation Memo	104
10:30	10. Motor Vehicle Reporting	Joe DePaepe
	A. Motor Vehicle Reports Service for Members Memo	105-106
10:40	11. Expulsion Committee	Jenniffer J. Alvarado
	A. Expulsion Committee Annual Appointment and Duties Memo	107
10:45	12. Investment Committee	Jenniffer J. Alvarado
	A. Investment Committee Annual Appointment and Duties Memo	108
10:50	13. Officer Election	Jenniffer J. Alvarado
	A. Officer Election for President, Vice President, Secretary, and Comptroller Memo	109
11:00	14. SDA Services Agreement	Joe DePaepe
	A. SDA Services Agreement and Appendix A - Scope of Work Memo	110
	1. Updated SDA Services Agreement and Appendix A	111-117
11:40	15. Legislative Updates	Discussion Ann Terry
11:50	16. Legal Updates	Discussion Dianne Criswell
12:00	17. Adjourn	

Complete and turn in the attached Expense Voucher Form

Next Meeting Scheduled:

Friday, March 19 at 9:00 a.m. to 12:00 p.m. - WebEx

POOL BOARD OF DIRECTORS MEETING
Friday - March 19, 2021
9:00 - 12:00 MST
Via WebEx // Link provided in calendar invitation
Call-in: 866-692-3580 // Access Code: 130 389 6519

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Larry Moore
9:01	00. Consent Agenda		
	A. Consent Agenda Recommendations Memo	1	Joe DePaepe
	1. Consent Agenda Recommendations Display	2	
	1. Approve Minutes		Larry Moore
	A. Board Minutes from January 15, 2021 Meeting	3-7	
	2. Historical Claims and Loss Ratio		Joe DePaepe
	A. Historical Claims and Loss Ratio Report as of January 31, 2021 Memo	8	
	1. Report as of January 31, 2021	9-11	
	3. Financial Updates		Joe DePaepe
	A. Yearend 2020 Unaudited Financial Statement Memo	12	
	1. 2020 Yearend Unaudited Interim Financial Statement	13-23	
	4. McGriff Service Fee		Jenniffer J Alvarado
	A. McGriff 2021 Service Fee Adjustment - First Amendment Memo	24	
	1. First Amendment to 2021 Management Agreement Redline	25-26	
	5. Quarterly Safety and Loss Prevention Activity Update		Adam Johnsen
	A. Quarterly Safety and Loss Prevention Activity Update Memo	27	
	6. Report from McGriff, Inc.		
	A. New and Lost Business Reports for P&L and WC Memo	28	Jenniffer J Alvarado
	1. 2020 New and Lost Business Report for P&L	29	Ana Holdren
	2. 2020 New and Lost Business Report for WC	30	Jenniffer J Alvarado
	3. 2021 New and Lost Business Report for P&L	31-34	Ana Holdren
	4. 2021 New and Lost Business Report for WC	35-36	Jenniffer J Alvarado
	B. 2021 Crime Coverage – Renewal Anniversary Memo	37	Ana Holdren
	C. Pool Board Public Entity Management Liability Policy Memo	38	Ana Holdren
	1. Public Entity Liability Renewal Application	39-44	
	2. Supplemental Public Entity Management Liability Application	45-46	
	D. Liability Reinsurance Update Memo	47	Ana Holdren
	1. Liability Reinsurance Endorsement No. 12	48-53	
	2. Liability Reinsurance Endorsement No. 13	54-55	
	E. 2021 Pollution Liability Policy Memo	56	Ana Holdren
	1. Pollution Policy Declaration Pages	57-61	

	7. Change in London Brokerage Firm		Joe DePaepe
	A. Change in London Brokerage Firm Memo	62	
	1. ACN Run-off Letter to Mcgriff, Inc	63-64	
	2. McGriff, Inc to Broker of Record Letter	65	
9:02	8. Report from Claims Management Committee		Joe DePaepe
	A. Report from Claims Management Committee Memo	66	
	1. P&L New Claims Count Summary as of January 31, 2021	67	
	2. WC New Claims Count Summary as of January 31, 2021	68	
	3. CMC Open Claim Tracking Report, as of February 28, 2021	69-83	
9:30	9. Select Actuarial Services		
	A. Actuarial Report for Yearend 2020 and Projections for 2021 Memo	84	Joe DePaepe
	1. Reserve Analysis & Loss Forecast Report As of December 31, 2020	85-99	
	2. Actuarial Analysis - Board Presentation	100-151	Thomas/Jack
10:00	Break		
10:10	10. CliftonLarsonAllen		
	A. Introduction of CLA Draft YE 2020 Financial Audit Report Memo	152	Joe DePaepe
	1 Auditor's Letter to the Board of Directors	153-155	Allison Slife
	2 Auditor's Management Deficiency Letter	156-157	
	3. Management Representation Letter to Pool Administrator	158-161	
	4. Governance Letter and Journal Entry Adjustment Draft	162-165	
	5. Yearend 2020 Financial Audit Report	166-188	
10:40	11. Financial Updates		Joe DePaepe
	A. 2021 Revised Final Budget Request Memo	189	
	1. 2021 Revised Budget	190-192	
10:50	B. January 2021 Interim Financial Statement Memo	193	
	1. January 2021 Interim Financial Statement	194-204	
11:00	12. WC Surplus & Rate Adequacy		Joe DePaepe
	A. WC Surplus & Rate Adequacy by Entity Type Memo	205-206	
	1. WC Surplus & Rate Adequacy Analysis Display	207-211	
11:10	13. Calendar Year Financials		Joe DePaepe
	A. Calendar Year Financials Statement Memo	212	
	1. Historical Calendar Year Financials as of 2021 Display	213-217	
11:25	14. Proposed Issues for May Planning Meeting		Joe DePaepe
	A. Proposed Issues for May Planning Meeting Memo	218	
11:35	15. Legislative Updates	Discussion	Ann Terry
11:40	16. Legal Updates	Discussion	Dianne Criswell
11:45	17. Other Business	All	
	A. CSD Pool Designated Representative Memo	Handout	Joe DePaepe
12:00	18. Adjourn		

Complete and turn in the attached Expense Voucher Form

Next Scheduled Meetings:

Board Education & Planning Meeting - Thursday, May 20

Board Meeting - Friday, May 21

9:00 AM to 12:00 PM possible in person and or WebEx



Education and Planning Meeting for 2022 Renewal

Thursday - May 20, 2021 * 9:00 AM – 1:00 PM
 Via WebEx // Link provided in calendar invitation
 Conference Call-In Number: 1-866-692-3580
 Participant Code: 130 635 3198

<p>9:00 – 9:10</p>	<p>Joseph DePaepe CPCU, CIC Pool Administration Pool Administrator Executive Vice President <i>McGriff Insurance Services, Inc.</i></p>	<ul style="list-style-type: none"> ◆ Roll Call ◆ Welcome Board Members ◆ Logistics - Breaks ◆ Review Planning Packet Agenda and Contents
<p>9:11 – 9:15</p>	<p>Joseph DePaepe CPCU, CIC Pool Administration Pool Administrator Executive Vice President <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 1 - Review Meeting Objectives</p> <ul style="list-style-type: none"> ◆ Answer your questions before they are asked ◆ Overview of the Pool’s Financial Performance ◆ Review Pool Programs ◆ Review Strategies and Obtain Board Direction for July ◆ Wrap-up Discussion and New Administrative Initiatives ◆ Pool Administrator Performance Evaluation
<p>9:16 – 9:45</p>	<p>Joseph DePaepe CPCU, CIC Pool Administration Pool Administrator Executive Vice President <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 2 - Overview of Pool Statistics and Issues</p> <ul style="list-style-type: none"> ◆ Historical Data and Financial Ratios ◆ Financial Ratio Comparison to Peer, Competitors, and Industry ◆ Financial Performance and Ratio Comparison to SDAO ◆ Annual Administration Cost Comparison ◆ Overall Pool Loss Ratio by Contribution Size ◆ Risk Identification Review of Pool’s Operational Risk ◆ Review Current Surplus Goal
<p>9:46 - 10:00</p>	<p>Jennifer J. Alvarado Pool Administration Deputy Pool Administrator Senior Vice President <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 3 - Overall Pool 2021 Administration Program</p> <ul style="list-style-type: none"> ◆ 2021 Client Service Plan for Administration Team ◆ Marketing Plan ◆ Pool Administrator Performance Evaluation
<p>10:00 – 10:10</p>	<p>Break</p>	
<p>10:10 – 10:30</p>	<p>Ana Holdren, CIC Pool Administration Field Underwriter/Client Advocate Senior Account Manager, AVP <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 4 - Property and Ancillary Lines</p> <ul style="list-style-type: none"> ◆ Historical Claims Overview ◆ Underwriting for 2021 Membership Renewal ◆ Reinsurance Renewal Placement
<p>10:31- 10:45</p>	<p>Ana Holdren, CIC Pool Administration Field Underwriter/Client Advocate Senior Account Manager, AVP <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 5 - Liability Coverage</p> <ul style="list-style-type: none"> ◆ Historical Claims Overview ◆ Underwriting for 2021 Membership Renewal ◆ Reinsurance Renewal Placement

<p>10:46-11:05</p>	<p>Lei Shi CRM, AU, CIC Pool Administration WC Underwriter Sr. Account Manager, AVP <i>McGriff Insurance Services, Inc.</i></p> <p>Paula Lowder Pool Administration WC Claims Advocate WC Claims Consultant, AVP <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 6 - Workers' Compensation and E.L. Program</p> <ul style="list-style-type: none"> ◆ Program and Membership Overview ◆ Historical Claims Overview ◆ Excess Renewal Placement and Policy Summary ◆ 2022 Membership Renewal Strategies
<p>11:06 – 11:15</p>	<p>Break</p>	
<p>11:16 – 11:45</p>	<p>Joe DePaepe CPCU, CIC Pool Administration Pool Administrator Executive Vice President <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 7 - Board Underwriting Direction</p> <ul style="list-style-type: none"> ◆ Mission and Vision ◆ Board Directed Long Term Goals and Objectives ◆ Pool Administrator Short Term Action Plan ◆ Rating Philosophy and Methodology
<p>11:46 – 1:00</p>	<p>Joseph DePaepe CPCU, CIC Pool Administration Pool Administrator Executive Vice President <i>McGriff Insurance Services, Inc.</i></p>	<p>Section 8 - Wrap Up</p> <ul style="list-style-type: none"> ◆ 2020 Vision Survey ◆ Update on Administrative Initiatives ◆ Discussion on issues important to the Board ◆ Open/added issues – If any ◆ Direction from Board for July Board Meeting ◆ Closing remarks

POOL BOARD OF DIRECTORS MEETING

Friday - May 21, 2021

9:00 AM - 1:00 PM MT

Via WebEx // Link provided in calendar invitation

Call-in: 866-692-3580 // Access Code: 130 329 0370

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Larry Moore
9:01 00.	Consent Agenda		
	A. Consent Agenda Recommendations Memo	1	
	1. Consent Agenda Recommendations Display	2	
	1. Meeting Minutes		Larry Moore
	A. Approve Minutes of the March 19, 2021 Board Meeting	3-7	
	2. Historical Claims and Loss Ratio		Joseph DePaepe
	A. Historical Claims and Loss Ratio Report Memo	8	
	1. Report as of March 31, 2021	9-11	
	3. Financial Information		Joseph DePaepe
	A. Final Audited Financial Statement for Yearend 2020 Memo	12	
	1. Final Audited Financial Statement from CliftonLarsonAllen	13-34	
	2. Auditor's Letter to the Board and Management Rep. Letter	35-38	
	3. Auditor's Deficiency of Internal Control Letter	39-40	
	4. Report from McGriff Insurance Services, Inc.		
	A. 1. 2021 P&L Aged Receivables Report	41	Jenniffer Alvarado
	2. 2021 WC Aged Receivables Report	42	
	3. 2020 WC Aged Receivables Report	43	
	B. New and Lost Business Reports for P&L and WC Memo	44	Jenniffer Alvarado
	1. New and Lost Business Report for P&L	45-46	
	2. New and Lost Business Report for WC	47-48	
	C. Newsletter Topics for July 2021 Memo	49	Alex Terlecky
9:05	5. Claims Management Committee		Joseph DePaepe
	A. Report from Claims Management Committee Memo	50	
	1. P&L New Claims Count Summary as of April 30, 2021	51	
	2. WC New Claims Count Summary as of April 30, 2021	52	
	3. CMC Selected Claims Report	53-73	
9:35	6. Financial Information		Joseph DePaepe
	A. March 2021 Interim Financial Statement Memo	74	
	1. Draft Interim Financial Report as of March 31, 2021	75-85	

9:40	7. Report from McGriff Insurance Services, Inc.		
	A. Property & Liability Reinsurance Receivables Memo	86	Ana Holdren
	1. Property & Liability Reinsurance Receivables Report	87	
	B. Liability Deductible Receivables Memo and Report	88	Ana Holdren
	C. WC Reinsurance Receivables Memo and Report	89	Jenniffer J. Alvarado
	D. Status of 2021 Public Entity Management Liability Renewal Memo	90	Ana Holdren
	E. Sanitation Maintenance Warranty Deductible Program Review Memo	91	Ana Holdren
	1. 7-Year SMWD Program Display	92	
	F. Pool Programs and Services Update Memo	93	Vicki Sullivan
	1. 2020 Programs and Services Usage Report	94-101	
	2. Additional Programs and Services Report	102-103	
	G. Safety & Loss Prevention Grant Program Update Memo	104	Jenniffer J. Alvarado
	1. S&LPGP Activity Report - Totals Summary	105	
	2. S&LPGP Activity Report - Approved Applications	106-149	
	H. Risk Management and Loss Prevention Update Memo	150-151	Adam Johnsen
	1. Loss Prevention Scope of Services	152	
	I. Draft Message from the Board for the Annual Report Memo	153	Joseph DePaepe
	1. Draft Message from Board of Directors	154	
10:15	BREAK		
10:30	8. Property and Liability Loss Adjusting Expenses		Joseph DePaepe
	A. Review of Property and Liability Loss Adjusting Expenses Memo	155	
	1. Exhibit 1 - Number of Claims with Allocated LAE	156	
	2. Exhibit 2 - Allocated Loss Adjusting Expenses (LAE)	157	
	3. Exhibit 3 - Review of Total Loss Adjusting Expenses	158	
	4. Exhibit 4 - Historical Top Ten Claims with Legal and Adjuster	159	
10:55	9. Performance Review for Administration Team		Jenniffer J. Alvarado
	A. Performance Review Criteria for Administration Team Memo	160	
11:55	BREAK		
12:10	10. Legislative Updates	Discussion	Ann Terry
12:20	11. Legal Updates	Discussion	Dianne Criswell
12:25	12. Board Discussion Time	All	
12:35	13. Other Business	All	
12:45	14. Adjourn		

Complete and turn in the attached Expense Voucher Form

Next Meeting Scheduled:

Thursday, July 15, 2021 at 9:00 a.m.



POOL BOARD OF DIRECTORS SPECIAL MEETING

Thursday, July 8, 2021

2:00:00 PM (MT)

Conference Call Dial-In Number: 1-866-692-3580

Participant Code: 1300 02 2181

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
2:00 PM	Call Meeting to Order		Larry Moore
2:01 PM	1. P&L Coverage for Old South Gaylord Business Improvement District		Ana Holdren
2:10 PM	2. Adjourn		



POOL BOARD OF DIRECTORS MEETING

Thursday - July 15, 2021

9:00 AM - 3:00 PM MT

Meeting will be offered in hybrid format, with online and in person attendance options.

Hyland Hills Golf Clubhouse Spruce Room

9650 N Sheridan Blvd

Westminster, CO 80031

Via WebEx // Link provided in calendar invitation

Call-in: 866-692-3580 // Access Code: 130 321 7734

Meeting password: eSFdMwhw758 (37336949 from phones)

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Larry Moore
9:01	00. Consent Agenda Recommendations		Joseph DePaepe
	A. Consent Agenda Recommendations Memo	1	
	1. Consent Agenda Recommendations Display	2	
	1. Board Meeting Minutes		Larry Moore
	A. Approve May Board Meeting Minutes - May 21, 2021	3-8	
	B. Approve Special Meeting Minutes - July 8, 2021	9-10	
	2. Claim Overview and Loss Ratio		
	A. Historical Claim Overview and Loss Ratio Memo	11	Joseph DePaepe
	1. Historical Claims Overview and Loss Ratio Report as of June 30, 2021	12-14	
	3. Report from McGriff - Consent Agenda Items		
	A. Aged Accounts Receivables Reports		
	1. Aged Accounts Receivables Report for P&L as of July 2, 2021	15	Ana Holdren
	2. Aged Accounts Receivables Report for WC 2021 as of July 2, 2021	16	Jenniffer J Alvarado
	3. Aged Accounts Receivables Report for WC 2020 as of July 2, 2021	17	Jenniffer J Alvarado
	B. New and Lost Business Reports for P&L and WC Memo	18	Jenniffer J Alvarado
	1. New and Lost Business Report for P&L as of July 6, 2021	19-20	Ana Holdren
	2. New and Lost Business Report for WC as of July 6, 2021	21	Jenniffer J Alvarado
	4. Newsletter Update		Alex Terlecky
	A. Summer Newsletter Preview Memo	22	
	5. Annual Report		Jenniffer J Alvarado
	A. Yearend 2020 Annual Report Memo	23	
	6. SDA Services Agreement		Joseph DePaepe
	A. SDA Services Agreement Memo	24	
	1. 2021 SDA Services Agreement	25-28	
	2. 2021 SDA Services Appendix A	29-31	
9:05	7. Recap of TPA Claims-Handling Audit for P&L and WC		
	A. Recap of Sedgwick TPA Claims-Handling Audit for P&L and WC Memo	32	Paula Lowder
	1. TPA Claims Audit Report	33-35	Paula Lowder
	2. Historical Claims TPA Audit Recap Display	36	Paula Lowder
	3. Sedgwick Response	37-38	Karyn Fast
9:20	8. Claims Management Committee Update		
	A. Report from Claims Management Committee Memo	39	Joseph DePaepe
	1. P&L New Claims Count Summary as of May 31, 2021	40	
	2. WC New Claims Count Summary as of May 31, 2021	41	
	3. CMC Claims Tracking Report as of June 30, 2021	42-67	
10:00	BREAK		
10:05	9. Financial Information		
	A. May Interim Financial Statement Memo	68	Joseph DePaepe
	1. Interim Draft Financial Statement as of May 31, 2021	69-79	

10:15	10. Report from McGriff, Seibels & Williams	
	A. 2022 Reinsurance Coverage Renewal Strategy	
	1. Property & Auto Physical Damage Reinsurance Renewal Strategy Memo	80-81 Ana Holdren
10:20	2. Terrorism, Sabotage, and Malicious Attack Renewal Strategy Memo	82 Ana Holdren
	3. Equipment Breakdown Reinsurance Renewal Strategy Memo	83 Ana Holdren
	4. Member Crime Policy Renewal Strategy Memo	84 Ana Holdren
10:25	5. Liability Reinsurance Renewal Strategy Memo	85 Ana Holdren
	6. Identity Theft Recovery Renewal Strategy Memo	86 Ana Holdren
	7. Environmental Legal (Pollution) Liability Renewal Strategy Memo	87-88 Ana Holdren
	8. Blanket Accident Coverage Renewal Strategy Memo	89 Ana Holdren
	9. Excess Workers' Compensation & EL Renewal Strategy Memo	90 Jenniffer J Alvarado
10:35	B. 2022 Member Renewal Strategy	
	1. Property and Auto Physical Damage Member Renewal Strategy Memo	91-92 Ana Holdren
	2. Equipment Breakdown Member Renewal Pricing Strategy Memo	93 Ana Holdren
	3. Crime & Identity Theft Recovery Member Renewal Strategy Memo	94 Ana Holdren
10:55	4. General Liability, POL, and AL Member Renewal Strategy Memo	95-96 Ana Holdren
	a. Summary of Changes to the 2022 Common Terms and Conditions	97
	b. Redlined Common Terms and Conditions	98-101
	c. Summary of Changes to the 2022 Public Entity Liability Coverage Document	102-104
	d. Redlined Public Entity Liability Coverage Document	105-158
	e. Redlined Sanitation Maintenance Warranty Deductible	159-160
11:00	BREAK	
11:15	5. Volunteer Blanket Accident Coverage Memo	161 Ana Holdren
	6. Workers' Compensation and EL Member Renewal Strategy Memo	162 Jenniffer J Alvarado
11:20	C. 2021 Trustees' Public Entity Management Liability	Ana Holdren
	1. 2021 Public Entity Management Liability (PEML) Renewal Policy Memo	163-164
	a. Chubb PEML Quote	165-175
	b. Chubb PEL Renewal Application	176-181
11:23	11. Safety and Loss Prevention Update	Adam Johnsen
	A. Safety and Loss Prevention Activity Update Memo	182
11:35	12. Communications Update	Dianne Criswell/Alex Terlecky
	A. Discussion of Social Media Policy Resolution Memo	183-184
	1. Social Media Policy Resolution No. 1	185-186
	2. Communications Channels Comparative Analysis	187
11:40	13. Performance Review for Administration Team	Joseph DePaepe
	A. Performance Review Criteria for Administration Team Memo	188-194
12:00	LUNCH	
1:00	14. Succession Planning Process Review	Joseph DePaepe
	A. Succession Planning Memo	195
	1. Introduction of Topic and Speaker Bio AGRiP Keynote	196-197
	2. Big Picture Overview	198-208
	3. Knowledge Silos	209
2:46	15. Legislative Updates	Discussion Ann Terry
2:49	16. Legal Update	Discussion Dianne Criswell
2:54	17. Other Business	All
3:00	18. Adjourn	

Complete and turn in the attached Expense Voucher Form

Meetings will be offered in hybrid format, with online and in person attendance options, until further notice.

CSD Pool Annual Membership Meeting: Wednesday, September 15, 2021, 3:15 PM-4:45 PM

CSD Pool Board Meeting: Friday, October 15, 2021, 9:00 AM at SDA Office.



POOL BOARD OF DIRECTORS MEETING

Friday - October 15, 2021

9:00 AM - 1:00 PM MT (includes working lunch)

Meeting will be offered in hybrid format, with online and in person attendance options.

**SDA Conference Room - 10th Floor
225 East 16th Avenue, Suite 1000
Denver, CO 80203**

Via WebEx // Link provided in calendar invitation

Call-in: 866-692-3580 // Access Code: 2532 245 4237

Meeting password: 58RppU2H2mm (58777824 from phones)

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Leo Johnson
9:01	00. Consent Agenda Recommendations		Leo Johnson
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	1. Consent Agenda Recommendations Display	2	
	1. Board Meeting Minutes		Leo Johnson
	A. Approve July 2021 Board Meeting Minutes	3-10	
	2. Report from McGriff - Consent Agenda Items		
	A. 1. Aged Accounts Receivables Report for P&L	11	Ana Holdren
	B. New and Lost Business Reports for P&L and WC Memo	12	Jenniffer J Alvarado
	1. New and Lost Business Report for P&L	13-14	Ana Holdren
	2. New and Lost Business Report for WC	15	Jenniffer J Alvarado
	C. Property Reinsurance Receivables Status Memo	16-17	Ana Holdren
	D. Liability Deductible Receivables Memo	18	Ana Holdren
	1. Liability Deductible Receivable Report	19	
	E. Workers' Compensation Reinsurance Receivables Memo	20	Jenniffer J Alvarado
	F. 2022 Property and Liability Membership Renewal Status Memo	21	Ana Holdren
	G. 2022 Property and APD Reinsurance Renewal Proposal Memo	22	Ana Holdren
	H. 2022 Member Crime Program Renewal Memo	23	Ana Holdren
	I. 2022 Equipment Breakdown Renewal Proposal Memo	24	Ana Holdren
	J. 2022 Identity Recovery Renewal Proposal Memo	25	Ana Holdren
	K. 2022 Terrorism, Sabotage and Malicious Attack Coverage Memo	26	Ana Holdren
	L. 2022 Environmental Legal Liability Renewal Memo	27	Ana Holdren
	M. Property Coverage Document for 2022 Memo	28	Ana Holdren
	1. 2022 Property Coverage Document Draft	29-71	
	2. 2022 Property Summary of Changes	72-73	
	3. 2022 New Bailees Coverage for Cemetery Districts	74	
	N. Workers' Compensation Membership Renewal Update Memo	75	Jenniffer J Alvarado
	O. 2021 Public Entity Management Liability Renewal Policy Memo	76	Ana Holdren
	3. Select Actuarial Services		Jenniffer J Alvarado
	A. Select Actuarial Services Letter of Engagement for 2022 Memo	77	
	1. SAS 2022 Letter of Engagement	78-80	
	4. CliftonLarsonAllen		Jenniffer J Alvarado
	A. CLA 2022 Renewal Engagement Letter for Financial Audit Memo	81	
	1. CLA 2022 Financial Audit Letter of Engagement	82-91	

	5. Annual Membership Meeting		Alex Terlecky
	A. 2021 Annual Membership Meeting Recap Memo	92	
	6. Newsletter Update		Alex Terlecky
	A. Fall Newsletter Preview Memo	93	
	7. Sedgwick Performance and Service Fees for 2022		Paula Lowder
	A. Sedgwick Performance and Service Fees for 2022 Memo	94	
	1. CSD Pool Renewal Budget	95	
	2. WC Indemnity and Medical Claims	96	
	8. Social Media Policy Update		Alex Terlecky
	A. Social Media Policy Update Memo	97	
	1. Social Media Policy Display	98-100	
9:05	9. Claims Management Committee		Joseph DePaepe
	A. Report from Claims Management Committee Memo	101	
	1. P&L Claims Count Tracking	102	
	2. WC Claims Count Tracking	103	
	3. Strategic Claims Tracking Report	104-129	
9:45	10. Financial Information		
	A. August 2021 Interim Financial Statement Memo	130-131	Joseph DePaepe
	1. August Interim Financial Statement	132-142	
	2. Workers' Compensation Deficit Analysis	143	
	B. 2022 Draft Pool Budget Memo	144-145	Joseph DePaepe
	1. 2022 Draft Budget	146-148	
	C. Investment Advisor Report and Investment Policy Update Memo	149	Joseph DePaepe
	1. Zephyr Group Institutional Portfolio Management	150-164	Glenn Scott/Chris Toney
	2. Morgan Stanley Investment Statement	165-183	Glenn Scott/Chris Toney
	D. Exxon Stock - Potential Security Risk Memo	184	Joseph DePaepe
	1. Research on Exxon Display	185-198	Glenn Scott/Chris Toney
10:15	Break		
10:30	11. Report from McGriff		
	A. Public Entity Liability Reinsurance Renewal for 2022 Memo	199	Ana Holdren
	B. Excess WC & Employer's Liability Renewal Update Memo	200	Jenniffer J Alvarado
	C. Volunteer Blanket Accident Renewal Proposal Memo	201	Ana Holdren
10:50	12. Safety and Loss Prevention		Adam Johnsen
	A. Quarterly Loss Prevention and Consulting Services Update Memo	202	
	1. 2021 Loss Prevention Tracking Report	203	
11:00	13. McGriff Management Agreement		Jenniffer J Alvarado
	A. 2022 McGriff Management Agreement Memo	204	
	1. Redline of 2022 McGriff Management Agreement	205-213	
11:05	14. P&L Panel Attorney Proposed Rate Increase		Paula Lowder
	A. P&L Panel Attorney Proposed Rate Increase Memo	214	
11:10	15. Board Educational Opportunities		Jenniffer J Alvarado
	A. 2022 Board Educational Opportunities Memo	215	
11:15	Break		
11:25	16. Demotech		Joseph DePaepe
	A. Demotech Annual Letter of Engagement Memo	216	
	1. Demotech Annual Proposal	217-218	
11:30	17. Performance Review for the Administration Team		Joseph DePaepe
	A. Performance Review Criteria for Administration Team Memo	219-223	
12:05	18. Legislative Update	If Any	Ann Terry

12:20	19. Legal Update	If Any	Dianne Criswell
12:35	20. Other Business	If Any	All
12:45	21. Adjourn	If Any	

Complete and turn in the attached Expense Voucher Form

Meetings will be offered in hybrid format, with online and in person attendance options, until further notice.

CSD Pool Board Meeting: Friday, December 10, 2021, 9:00 AM (MT) at SDA Office.

CSD Pool Board Meeting: Friday, January 21, 2022, 9:00 AM (MT) at SDA Office.



POOL BOARD OF DIRECTORS MEETING
Friday, December 10, 2021
9:00 AM - 1:00 PM MT (includes working lunch)

Meeting will be offered in hybrid format, with online and in person attendance options.

SDA Conference Room - 10th Floor
 225 East 16th Avenue, Suite 1000
 Denver, CO 80203

Via WebEx // Link provided in calendar invitation
Call-in: 866-692-3580 // Access Code: 2531 495 9393
Meeting password: sV3DZcrY5S7 (78339279 from phones)

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
9:00	Call Meeting to Order		Larry Moore
9:02	0. Consent Agenda		Joseph DePaepe
	A. Consent Agenda Recommendations Memo	1	
	1. Consent Agenda Recommendations Display	2	
	1. Approve Minutes of Previous Board Meetings		Larry Moore
	A. October Board Meeting Minutes	3-8	
	2. Historical Claims Overview and Loss Ratios		Joseph DePaepe
	A. Historical Claims Overview and Loss Ratios Memo	9	
	1. Report as of October 31, 2021	10-12	
	3. Report from McGriff Insurance Services, Inc. - Consent Agenda Items		
	A. 1. Aged Accounts Receivables Report for P&L	13	Ana Holdren
	B. New and Lost Business Report for P&L and WC Memo	14	
	1. New and Lost Business Report for P&L	15	Ana Holdren
	2. New and Lost Business Report for WC	16	Jenniffer J Alvarado
	C. 2022 Terrorism/Sabotage/Malicious Attack Renewal Proposal Memo	17	Ana Holdren
	D. 2022 Member Crime Renewal Proposal Memo	18	Ana Holdren
	E. 2022 Identity Recovery Renewal Proposal Memo	19	Ana Holdren
	F. 2022 Equipment Breakdown Renewal Proposal Memo	20	Ana Holdren
	G. 2022 Environmental Legal Liability Renewal Proposal Memo	21	Ana Holdren
	1. 2022 Environmental Legal Terrorism Election Form	22	
	2. 2022 Environmental Legal Application	23-27	
	H. 2022 Excess Workers' Compensation Renewal Update Memo	28	Jenniffer J Alvarado
	1. Excess Workers' Compensation Renewal Binder	29	
	4. Training and Conference Scholarship Program		Jenniffer J Alvarado
	A. Training and Conference Scholarship Program Memo	30	
	5. Safety & Loss Prevention Grant Program		Jenniffer J Alvarado
	A. S&LPG Program Account Distribution Update Memo	31	
	1. Safety Grant Totals Summary	32	

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
	2. Safety Grant Activity Report as of November 22, 2021	33-54	
	3. Remaining and Expiring S&LP Grant Funds by District	55-62	
	6. Loss Prevention		Adam Johnsen
	A. Safety & Loss Prevention Update Memo	63-64	
	1. 2022 Loss Prevention Target List	65	
	7. 2022 Board Meeting and Annual Conference Schedule		Jennifer J Alvarado
	A. 2022 Board Meeting and Annual Conference Schedule Memo	66	
	8. CBIZ Valuation Group		Ana Holdren
	A. CBIZ Appraisal Services Letter of Engagement for 2022 Memo	67	
	1. CBIZ 2022 Engagement Letter	68-78	
	9. Report from McGriff Insurance Services, Inc.		
	A. P&L Membership Renewal and Marketing Opportunities Memo	79	Ana Holdren
	B. WC Membership Renewal and Marketing Opportunities Memo	80	Jennifer J Alvarado
	C. 2022 Volunteer Accident Renewal Proposal Memo	81	Ana Holdren
	10. Vector Solutions Learning Management System		Alex Terlecky
	A. Update on Vector Solutions Usage Memo	82	
	11. Sedgwick Claims Caseload		Paula Lowder
	A. 2021 Sedgwick Examiner Caseload Report Memo	83	
	1. 2021 Sedgwick Examiner Caseload Report	84	
	12. Panel Attorney and Defense Counsel Review		Dianne Criswell
	A. Panel Attorney Fee Policy Memo	85	
	1. Panel Attorney Fee Policy	86-87	
	B. Review of Defense Counsel Performance Memo	88	
9:15	13. Claims Management Committee		Joseph DePaepe
	A. Report From Claims Management Committee Memo	89	
	1. P&L New Claims Count Summary As of October 31,-2021	90	
	2. WC New Claims Count Summary As of October 31, 2021	91	
	3. Strategic Claims Tracking Report	92-112	
10:00	14. Financial Information		Joseph DePaepe
	A. October 2021 Interim Financial Statement Memo	113	
	1. October Interim Financial Statement	114-124	
	B. 2022 Final Pool Budget Memo	125-126	
	1. Final Budget Display	127-129	
11:00	BREAK		
11:15	15. Report from McGriff		Ana Holdren
	A. 2022 Property Reinsurance Renewal Placement Memo	130-131	
	1. 2022 CSD Pool Property Program Structure	132-133	
	B. 2022 Public Entity Liability Renewal Proposal Memo	134-137	
	C. Members' 2022 Public Entity Liability Coverage Document Memo	138	
	A. 2022 PEL Summary of Changes	139-140	
	B. 2022 PEL Coverage Document - Redlined	141-194	

<u>TIME</u>	<u>AGENDA</u>	<u>PAGES</u>	<u>WHOM</u>
12:00	16. Legislative Update		Ann Terry
12:30	17. Legal Update		Dianne Criswell
12:45	18. Other Business		All
1:00	19. Adjourn		

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CSD Pool Board Meeting: Friday, January 21, 2022, 9:00 AM (MT) at SDA Office.