

Recorded at the request of: Sharon Hymes-Offord, Risk Manager

Return To: Sharon Hymes-Offord, Risk Manager

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 01/22/2013 by the following vote:

AYES: ☐

NOES: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2013/53

IN THE MATTER OF: Delegating Authority to Act on Behalf of Contra Costa County with Regard to Official Matters of the California State Association of Counties (CSAC) Excess Insurance Authority (EIA).

WHEREAS, in 1980, Contra Costa County joined the CSAC EIA for procurement of insurance and risk management services; and

WHEREAS, in order to ensure that individuals are authorized to fully act on behalf of their respective entity, CSAC EIA requires the governing board of all member entities to officially designate a representative who has authority to officially act on behalf of their entity; and

WHEREAS, each member entity of CSAC EIA has designated a primary contact person who receives all communication regarding matters related to CSAC EIA such as notification, requests for information, renewal premium quotes, invoices, etc.; and

WHEREAS, that individual may or may not be officially authorized by its governing board to act upon official matters such as executing Memorandums of Understanding and entering into service agreements; and

WHEREAS, the CSAC EIA desires to ensure that the individual executing such documents and agreements is authorized to do so; and

WHEREAS, the CSAC EIA is requiring the governing board of each member to designate a representative who is authorized to do so; and

WHEREAS, the official designated representative can be an individual or a position who has been delegated such authority; and

WHEREAS, the representative for communication with the CSAC EIA will not change; and

WHEREAS, all communications will still come through the primary contact person.

NOW, THEREFORE, BE IT RESOLVED: that the Board of Supervisors of Contra Costa County authorizes Sharon Hymes-Offord, Risk Manager, and Charity Nicolas, Assistant Risk Manager-Loss Control, as official representative and alternate, respectively, to enter into agreements with the EIA and act on behalf of Contra Costa County regarding official matters of the California State Association of Counties (CSAC) Excess Insurance Authority (EIA).

Contact: Sharon Hymes-Offord, 335/1450

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 22, 2013

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: