



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: March 10, 2020

Subject: Designate Director of Risk Management-Exempt and Assistant Risk Managers as Official Representative and Alternates to CSAC-EIA

RECOMMENDATION(S):

ADOPT Resolution No. 2020/64 appointing the Director of Risk Management - Exempt and designating Assistant Risk Managers, as the official representative and alternates, respectively, 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) effective February 4, 2020.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In 1980, Contra Costa County joined the CSAC EIA for procurement of insurance and risk management services. CSAC EIA requires the governing board of all member entities to designate a representative who has authority to officially act on behalf of that entity.

Historically, this responsibility has been assigned to the Director of Risk Manager; however, since April 1, 2019, the Chief Assistant County Administrator was assigned to this role while recruiting for a new Director of Risk Management. On January 14, 2020, Karen

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/10/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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: March 10, 2020

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

Contact: Timothy M. Ewell,
(925)335-1036

By: Stacey M. Boyd, Deputy

cc:

Caoile was appointed Director of Risk Management and has been an active participant

BACKGROUND: (CONT'D)

in CSAC EIA for a number of years, including during her most recent tenure with the County of Alameda.

To ensure continuity of representation, the County Administrator is recommending re-appointment of the Director of Risk Management and Assistant Risk Managers to the official representative and alternate seats, respectively to act on behalf of the County. Note that Ms. Caoile has requested that the alternate seat be held by Assistant Risk Managers as designated via letter by the County Administrator to the CSAC EIA from time to time. This will allow for each of the Assistant Risk Manager staff to participate on behalf of Ms. Caoile on the CSAC EIA Governing Board and/or sub-committees depending on the skill set of the specific Assistant Risk Manager.

Finally, this Resolution supercedes Resolution No. 2020/45, which appointed Ms. Caoile effective February 4th, but incorrectly reappointed a specific Assistant Risk Manager to the alternate seat. In addition, that Resolution appointed Ms. Caoile in her individual capacity rather than appointing the incumbent of the Director of Risk Management - Exempt position within the County. Today's Resolution addresses those issues, but keeps the effective date of February 4, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

The County's representation for official matters with the CSAC EIA will not be updated.

ATTACHMENTS

Resolution 2020/64