

Members of MBASIA have many risk management resources available. This Resource Guide is designed to assist you with identifying and locating these resources. If you have questions, want to recommend a service provider, or need assistance please contact Program Administration.

Created Date: December 6, 2022

Updated: December 14, 2023

MAJOR COVERAGE PROVIDERS		
SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
<p>PRISM <i>(MBASIA is a member through the Excess Workers' Compensation Coverage)</i></p> <p>Wide variety of claims, risk control, and risk management services and resources.</p>	<p>https://www.prismrisk.gov</p> <p>Telephone: (916) 850-7300 Fax: (916) 850-7800 Crisis Incident Management Hotline: (916) 850-7700</p> <p>Rick Brush Chief Member Services Officer rbrush@prismrisk.gov O: (916) 850-7300 M: (916) 206-4048</p> <p>Maria Williams Senior Member Services Specialist mwilliams@prismrisk.gov O: (916) 850-7300 D: (916) 850-7360</p>	<ul style="list-style-type: none"> ▪ Risk Control Toolbox https://www.prismrisk.gov/services/risk-control/toolbox/ ▪ Training https://www.prismrisk.gov/services/risk-control/training/ ▪ Partner Program Services https://www.prismrisk.gov/services/risk-control/partner-programs/ ▪ Vector Solutions http://prism.vectorsolutions.com/ ▪ Risk Management Services https://www.prismrisk.gov/services/risk-management/ ▪ Menu of Services (Claims, Risk Control and Management) https://www.prismrisk.gov/services/prism-menu-of-services/
<p>PRISM Risk Management Subsidy</p>	<p>https://www.prismrisk.gov/services/risk-management/risk-management-subsidy/</p>	<ul style="list-style-type: none"> ▪ \$1,000 per year for MBASIA as a JPA ▪ Can be used to cover any risk management or risk control related expenses, including but not limited to: purchase of safety equipment, safety videos, ergonomic equipment, safety pamphlets, expenses related to attending seminars, conferences and regional training, expenses related to contracting for inspections or training, and site inspections and property appraisals

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<p>CARMA California Affiliated Risk Management Authorities</p> <p><i>(CARMA provides MBASIA's excess liability coverage)</i></p>	<p>https://www.carmajpa.org/</p> <p>Rob Kramer Executive Director rob.kramer@Sedgwick.com O: (916) 244-1117</p> <p>Mike McNicholas Analyst mike.mcnicholas@sedgwick.com O: (916) 936-7751</p>	<ul style="list-style-type: none"> ▪ Active Bystandership in Law Enforcement (ABLE) Program <ul style="list-style-type: none"> ▪ Training to prevent officer misconduct, avoid police mistakes, and promote officer health and wellness
<p>ERMA Employment Risk Management Authority</p> <p><i>(ERMA provides MBASIA's excess employment practices liability coverage)</i></p>	<p>https://www.ermajpa.org/</p> <p>Rob Kramer Executive Director rob.kramer@Sedgwick.com O: (916) 244-1117</p> <p>Yvette Flama Analyst & Training Coordinator yvette.flama@sedgwick.com O: (916) 290-4629</p>	<ul style="list-style-type: none"> ▪ Weekly Training Email Distribution (request from Danielle Davis to add) ▪ Regional webinar and in-person training ▪ Upcoming training sessions may be viewed at https://www.ermajpa.org/events/
<p>ERMANet (In2vate online training)</p>	<p>https://www.in2vate.com/erma/</p> <p>Need Assistance? Email helpdesk@in2vate.com</p>	<ul style="list-style-type: none"> ▪ In2vate is a human resources consulting firm that provides online training ▪ No additional cost for ERMA Members (MBASIA is a member of ERMA) ▪ Employees have the flexibility to complete the training individually, at their convenience

MAJOR COVERAGE PROVIDERS

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Attorney Hotline for Employment Practices Claims ERMA	Jackson Lewis, LLP (JL): (888) 375-3762 Liebert Cassidy Whitmore (LCW): Northern California (800) 645-2696	<ul style="list-style-type: none"> Access to one hour of free legal advice per month from JL or LCW Hotline questions should be routine in nature regarding terminations, leaves of absence, harassment allegations etc. The attorney will inform the caller if the subject of the call is not covered by the hotline service. 																																				
	<table border="1"> <thead> <tr> <th>MEMBER</th> <th>HOTLINE</th> <th>LCW Consortium</th> </tr> </thead> <tbody> <tr> <td>MBASIA</td> <td></td> <td></td> </tr> <tr> <td>Capitola</td> <td>LCW</td> <td>Consortium member</td> </tr> <tr> <td>Del Rey Oaks</td> <td>JL</td> <td></td> </tr> <tr> <td>Gonzales</td> <td>JL</td> <td></td> </tr> <tr> <td>Greenfield</td> <td>JL</td> <td>Consortium member</td> </tr> <tr> <td>Hollister</td> <td>LCW</td> <td>Consortium member</td> </tr> <tr> <td>King City</td> <td>JL</td> <td>Consortium member</td> </tr> <tr> <td>Marina</td> <td>JL</td> <td>Consortium member</td> </tr> <tr> <td>Sand City</td> <td>LCW</td> <td>Consortium member</td> </tr> <tr> <td>Scotts Valley</td> <td>JL</td> <td>Consortium member</td> </tr> <tr> <td>Soledad</td> <td>LCW</td> <td>Consortium member</td> </tr> </tbody> </table>	MEMBER	HOTLINE	LCW Consortium	MBASIA			Capitola	LCW	Consortium member	Del Rey Oaks	JL		Gonzales	JL		Greenfield	JL	Consortium member	Hollister	LCW	Consortium member	King City	JL	Consortium member	Marina	JL	Consortium member	Sand City	LCW	Consortium member	Scotts Valley	JL	Consortium member	Soledad	LCW	Consortium member	
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ERMA: Training & Risk Management Program	https://www.ermajpa.org/reach-us/training_riskmanagment/ Rob Kramer Executive Director rob.kramer@Sedgwick.com O: (916) 244-1117 Yvette Flama Analyst & Training Coordinator yvette.flama@sedgwick.com O: (916) 290-4629	<ul style="list-style-type: none"> Each Member of MBASIA may request reimbursement up to \$2,500 annually for human resources employment-related training and loss control expenditures. 																																				

MAJOR COVERAGE PROVIDERS

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<p>APIP - Alliant Property Insurance Program</p>	<p>Contact Armi Vega, Alliant Insurance Services, for questions. O: (415) 403-1415 avega@alliant.com</p>	<ul style="list-style-type: none"> ▪ Webinars - Property Risk Management Topics ▪ Insured property appraisals <p>Boiler and Machinery coverage and services are provided through member participation in APIP.</p> <p>Coverage includes state required jurisdictional inspections.</p> <ul style="list-style-type: none"> ▪ Useful information and resources are available on the website www.hsb.com.
<p>Beazley Breach Solutions Risk Management Portal</p> <p>Cyber Risk Management Resources</p>	<p>https://www.beazleybreachsolutions.com/</p> <p>Please reach out to Lorissa Huey (Lorissa.Huey@alliant.com) (to get connected to the site. At a minimum, we will need the person's name, the name of their corresponding organization, and their work-issued email addresses (personal email addresses won't work).</p>	<ul style="list-style-type: none"> ▪ The Portal contains a lot of useful cyber risk management information, including best practices, training, response plans, tabletop exercises, and what to do before, during and after a cyber-attack.
<p>Beazley Cyber E-learning Site</p>	<p>https://elearning.beazleybreachsolutions.com/</p> <p>Please reach out to Lorissa Huey (Lorissa.Huey@alliant.com) (to get connected to the site. At a minimum, we will need the person's name, the name of their corresponding organization, and their work-issued email addresses (personal email addresses won't work).</p>	<ul style="list-style-type: none"> ▪ This site has interactive learning modules intended to help users become more aware of things they as individuals can do to help improve their organization's cybersecurity.
<p>Cybersecurity & Infrastructure Security Agency (CISA)</p> <p>Cyber Resource Hub</p>	<p>https://www.cisa.gov/cyber-resource-hub</p>	<ul style="list-style-type: none"> ▪ Highly recommended federal government site with FREE tools and resources for protecting cities and other critical infrastructure from cyber-attacks.

MBASIA FUNDED SERVICES		
SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
Employee Assistance Program (EAP)	<p>Concern EAP https://www.concernhealth.com/</p> <p>24/7 Support: (800) 344-4222</p> <p>Ann Wagner Ann_Wagner@concernhealth.com O: (858) 736-3976</p>	<ul style="list-style-type: none"> ▪ Resources for employees to help with personal and work/life balance problems ▪ Services available to all employees and spouse/ domestic partner and dependents ▪ No enrollment needed ▪ Confidential ▪ Free to Use ▪ https://employees.concernhealth.com/enter Employee code: Your City Name Example: City of Soledad
Ergonomics	<p>Worksite International https://www.worksiteinternational.com</p> <p>Alison Heller-Ono PT, MSPT, CPE President and CEO Certified Management Consultant alisonh@worksiteinternational.com 170 17th Street, Ste F Pacific Grove, CA 93950 O: (831) 648-8724 M: (831) 594-8842 F: (831) 648-8330</p>	<ul style="list-style-type: none"> ▪ Send a request directly to Alison to schedule an on-site visit
Legal Assistance Fund (MBASIA Policy and Procedure)	<p>MBASIA Program Administrators</p> <p>Lorissa Huey O: (415) 403-1467 Lorissa.huey@alliant.com</p>	<ul style="list-style-type: none"> ▪ Non-claim issues for <ul style="list-style-type: none"> ▪ Personnel Issues; ▪ Workers' Compensation issues; ▪ Disciplinary Action Issues; and ▪ Catastrophic Injury Issues. ▪ \$7,500 total for all Members* <p>*Executive Committee sets the budget each year, subject to change.</p>

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Liebert Cassidy Whitmore (LCW) Monterey Bay Employment Relations Consortium	https://www.lcwlegal.com/ Cynthia Weldon Director of Marketing & Training cweldon@lcwlegal.com O: (310) 981-2055	<ul style="list-style-type: none"> ▪ Expert Training and Consulting Services to assist workforce management and employee relations ▪ 5 days of group training workshops each year ▪ Availability to consult with Attorney via telephone ▪ Monthly newsletter ▪ Only the following are Members <ol style="list-style-type: none"> i. City of Capitola ii. City of Greenfield iii. City of Hollister iv. City of King City v. City of Marina vi. City of Sand City vii. City of Scotts Valley viii. City of Soledad
Safety Services Grant Program	MBASIA Program Administrators Lorissa Huey O: (415) 403-1467 lorissa.huey@alliant.com	<ul style="list-style-type: none"> ▪ \$7,500 per member each year * ▪ Submit Safety Grant Request Form ▪ Receipts must be provided in order to be reimbursed ▪ On May 1st of each year, all Members will have access to unrequested funds <p>*Board annually approves the budget, subject to change.</p>
Sidewalk Repair Services	Precision Concrete Cutting (PCC) https://pccnorcal.com/ Joseph Ortega jortega@pccnorcal.com 417 Harrison St, Oakland, CA 94607 O: (650) 867-8657 C: (650) 576-4303	<ul style="list-style-type: none"> ▪ Master contract with MBASIA ▪ \$10,000 per City* ▪ PCC works directly with City Public Works Department ▪ Sidewalk cutting to repair defects ▪ Will inspect to your specifications ▪ Map defects <p>*Board annually approves the budget, subject to change.</p>

MBASIA FUNDED SERVICES

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Lexipol Law Enforcement Risk Management	www.lexipol.com Brian Owens Strategic Partnerships Manager bowens@lexipol.com O: (469) 598-0227 M: (801) 588-9793	<ul style="list-style-type: none"> ▪ Master contract with MBASIA for Police Only: <ul style="list-style-type: none"> • Policy Manuals • Daily Training Bulletins (except Sand City) ▪ Additional Lexipol Services are the responsibility of the City (e.g. Management Services)
Police Training	Greg Fox Bertrand, Fox, Elliot, Osman & Wenzel gfox@bfesf.com Rick Wall Rick Wall Consulting and Investigations rick@rickwall.consulting	<ul style="list-style-type: none"> ▪ Live and Virtual Seminar topics include by not limited to: Use of Force California AB 392 and SB 231 ▪ Police Agency Review

CONFERENCE TRAINING

SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
CAJPA Conference (California Association of Joint Powers Authorities)	https://www.cajpa.org/	<ul style="list-style-type: none"> ▪ Annual Conference in September ▪ Includes but not limited to: Pooling, Board Governance, Claims Handling Education Sessions ▪ MBASIA is a member and eligible to receive a conference registration fee discount
CALPERLA Conference (California Public Employers Labor Relations Association)	https://www.calpelra.org/	<ul style="list-style-type: none"> ▪ Annual Conference in November ▪ Includes but no limited to: labor, human resources, and employment topics of interest.
PARMA Conference (Public Agency Risk Management Association)	https://parma.com/	<ul style="list-style-type: none"> ▪ Annual Conference in February ▪ Includes but not limited to: Insurance, Safety and Risk Management Education Sessions ▪ Your City may be a member to receive a conference discount

PROGRAM SERVICE PROVIDERS

SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED	
<p>PROGRAM ADMINISTRATION</p> <p>Alliant Insurance Services, Inc. 560 Mission Street San Francisco, CA 94105 Main: (415) 403-1400 www.alliant.com</p>	<p>Conor Boughey O: (415) 403-1411 C: (415) 744-4889 cboughey@alliant.com</p> <p>Marcus Beverly O: (916) 643-2704 C: (916) 660-2725 Marcus.Beverly@alliant.com</p> <p>Lorissa Huey O: (415) 403-1467 Lorissa.Huey@alliant.com</p> <p>Leila Perez-Schanck O: (415) 403-1478 leila.perez-schanck@alliant.com</p>	<p><i>JPA MANAGEMENT ISSUES</i></p> <ul style="list-style-type: none"> ▪ Governance - policies and procedures, program budget/funding, financial analysis, program management, personnel, contracts, consultants. ▪ Coverage - coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development. ▪ Risk Management - Insurance Requirements in Contracts (IRIC), third party contract review, hold harmless and indemnification clauses, risk management program planning, RFPs for JPA payment approval of budgeted funds. <p><i>JPA ADMINISTRATIVE ISSUES</i></p> <ul style="list-style-type: none"> ▪ Meetings & Compliance - agendas; minutes; development/maintenance of governing documents, development/interpretation of policies & procedures, JPA state compliance, Form 700, changes in Board members, website updates. ▪ Certificates - certificates of coverage, additions/deletions of coverages, special events liability coverage, automobile identification cards, auto/mobile equipment physical damage programs. 	<p>MAIN CONTACT Conor Boughey Lorissa Huey Marcus Beverly Leila Perez-Schanck</p>

PROGRAM SERVICE PROVIDERS

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ALLIANT MOTOR VEHICLE PROGRAM (AMVP)	Marilyn Schley Assistant Vice President, Account Executive O: (415) 403-1432 mschley@alliant.com	<ul style="list-style-type: none"> Physical Damage Coverage for your City Vehicles with low deductibles
ACCOUNTING SERVICES Alliant Insurance Services, Inc. 560 Mission Street San Francisco, CA 94105 Main: (415) 403-1400 www.alliant.com	Tami Giovanni - MBASIA Bookeeper O: (925) 963-0951 tgiovanni@alliant.com Phuntsok Gaphel - Account Executive pgaphel@alliant.com O: (415) 403-1447	<ul style="list-style-type: none"> Billing, accounting, and financial management
LIABILITY CLAIMS ADMINISTRATION George Hills	Neil Callahan – Litigation Manager O: (916) 891-2457 neil.callahan@georgehills.com Rose Melchor – Liability Claims Supervisor O: (909) 375-9722 rose.melchor@georgehills.com Parmit Randhawa – Liability Sr. Claims Adjuster O: (707) 261- 0906 parmit.randhawa@georgehills.com	Report New Liability Claims to: myghcnewclaims@georgehills.com Report Subrogations to: Subro@GeorgeHills.Com

PROGRAM SERVICE PROVIDERS

SERVICE PROVIDERS	CONTACT INFORMATION	SERVICES PROVIDED
<p>WORKERS' COMPENSATION (WC) CLAIMS ADMINISTRATION AIMS</p>	<p>Lynn Cavalcanti – Sr. VP Operations O: (916) 563-1900 C: (707) 685-1138 LCavalcanti@Aims4Claims.com</p> <p>Jennifer White – WC Claims Manager O: (909) 227-9972 ext 209 JWhite@aims4claims.com</p> <p>Angela Philips – WC Supervisor O: (909) 227-9972 ext 227 APhillips@aims4claims.com</p> <p>Janine Bowman – WC Sr. Claims Examiner O: (909) 227-9972 ext 225 JBowman@aims4claims.com</p>	<p>Elizabeth Luca – WC Medical Only Claims Examiner O: (909) 227-9972 ext 218 EJohnson@aims4claims.com</p> <p>Kaci Dominguez – WC Future Medical Claims Examiner O: (909) 227-9972 ext 207 KDominguez@aims4claims.com</p>
<p>PROPERTY CLAIMS APIP</p>	<p>Toll Free Voice: (877) 725-7695</p> <p>Robert A. Frey Senior Vice President, Regional Claims Director O: (415) 403-1445 C: (415) 518-8490 rfrey@alliant.com</p> <p>Diana L. Walizada Vice President, Claims Unit Manager O: (415) 403-1453 dwalizada@alliant.com</p> <p>Sandra Doig McLaren's Global Claims Services Voice: (949) 757-1413 Fax: (949) 757-1692 sandra.doig@mcclarens.com</p>	<p>IN THE EVENT OF A PROPERTY LOSS:</p> <ol style="list-style-type: none"> 1) Follow your organization procedures for reporting and responding to an incident 2) Alert local emergency authorities, as appropriate 3) Report the incident to Alliant Insurance Services immediately at: 877-725-7695 All property losses must be reported as soon as practicable upon knowledge within the risk management or finance division of the insured that a loss has occurred. Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident. 4) Report the incident to McLaren's Global Claims Services AND your Alliant representative

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<p>CYBER CLAIMS APIP</p>	<p>Beth Diamond Beazley Group 1270 Avenue of the America's, Suite 1200 New York, NY 10020 Fax: (546) 378-4039 tmbclaims@beazley.com</p> <p>Elaine G. Tizon Assistant Vice President, Claims Advocate 560 Mission Street, 6th Floor San Francisco, CA 94105 O: (415) 403-1458 F: (415) 403-1466 elaine.tizon@alliant.com</p>	<p>IN THE EVENT OF A CYBER LOSS:</p> <ol style="list-style-type: none"> 1) Follow your organizations procedures for reporting and responding to an incident 2) Alert authorities, as appropriate 3) Report the incident to Beazley Group immediately at: tmbclaims@beazley.com <p>All Cyber losses must be reported as soon as practicable upon knowledge by the insured that a loss has occurred.</p> <p>Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident.</p> <ol style="list-style-type: none"> 4) Report the incident to Alliant Claims Department and your Alliant representative
<p>POLLUTION CLAIMS APIP</p>	<p>Ironshore Environmental Claims CSO Address: 28 Liberty Street, 5th Floor New York, NY 10005 In emergency call: (888) 292-0249 F: (646) 826-6601 USClaims@ironshore.com</p> <p>Akbar Sharif Claims Advocate 18100 Von Karman Avenue, 10thFloor Irvine, CA 92612 O: (949) 260-5088 F: (415) 403-1466 Akbar.Sharif@alliant.com</p>	<p>IN THE EVENT OF AN ENVIRONMENTAL EMERGENCY:</p> <ol style="list-style-type: none"> 1) Follow your organization procedures for reporting and responding to an incident 2) Alert local emergency authorities, as appropriate 3) Report the incident immediately at: (888) 292-0249 4) Report the incident to Alliant <ul style="list-style-type: none"> Akbar Sharif Claims Advocate 949-260-5088 415-403-1466 – fax Akbar.Sharif@alliant.com <p>Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident.</p>