State of California
Department of Industrial Relations
OFFICE OF SELF-INSURANCE PLANS

APPLICATION FOR CERTIFICATE OF CONSENT TO SELF-INSURE AS A PUBLIC AGENCY EMPLOYER SELF-INSURER

All questions must be answered. If not applicable, enter "N/A".

To the Director of the Department of Industrial Relations: The public agency employer identified below submits the following information to obtain a Certificate of Consent to Self-Insure the payment of workers' compensation under California Labor Code Section 3700.

LEGAL NAME OF APPLICANT (Show exactly as on Charter or other official documents):

City of Manhattan Beach

Address: 1400 Highland Avenue

City: Manhattan Beach State: CA Zip + 4: 90266 -

Federal Tax ID # of Group: 95-6000742

CONTACT - Who Should Correspondence Regarding This Applicant Be Addressed To:

Name: Gregory S. Borboa Title: Risk Manager

Company Name: City of Manhattan Beach

Address: 1400 Highland Avenue

City: Manhattan Beach State: CA Zip + 4: 90266 -

Phone: (130) 802-5257 E-Mail: gborboa@citymb.info

TYPE OF PUBLIC ENTITY (Check one):

☑ City and/or County ☐ School District ☐ Police and/or Fire District ☐ Hospital District

☐ Joint Powers Authority ☐ Other (describe):

TYPE OF APPLICATION (Check one):

☐ New Application ☐ Reapplication (Merger/Unification) ☐ Reapplication (Name Change)

☑ Other (describe): Moving from JPA (ICRMA) certificate to own certificate as we are moving to a new JPA.

Date Self-Insurance Program will begin: 07/01/2017

CURRENT WORKERS' COMPENSATION PROGRAM

☐ Currently Insured with State Fund Policy # _____ Expiration Date: _____

☑ Currently Self Insured, Certificate # 5023

☐ Other (describe): _____

CLAIMS ADMINISTRATION

Who will be administering your agency's workers' compensation claims? (Check one)

☐ JPA will administer

☑ Third Party Administrator, TPA Certificate # 092-60

☐ Public entity will self-administer ☐ Insurance Carrier will administer

Name of Third Party Administrator:

Name: Alithia Vargas-Flores Title: Vice-President

Company Name: AdminSure, Inc.

Address: 1470 S. Valley Vista Drive, #230

City: Diamond Bar State: CA Zip + 4: 91765 - _____

Phone: (909) 861-0816 E-Mail: AVargas-Flores@adminsure.com

# of claims reporting locations to be used to handle Agency's claims: 1

Does applicant currently have a California Certificate of Consent to Self-Insure? ☑ Yes ☐ No

If yes, what is the current Certificate Number: 5023

Total Number of Affiliate's California employees to be covered by Group: 1

AGENCY EMPLOYER

Current # of Agency Employees: 334 # of Public Safety Employees (police//fire): 99

If school District, # of certificated employees: 0

Will all Agency employees be covered by this self-insurance plan? ☑ Yes ☐ No

If 'No', explain who is not covered and how workers' compensation coverage will be provided to the excluded employees:

N/A

JOINT POWERS AUTHORITY

Will applicant be a member of a JPA for workers' compensation ?

☑ Yes ☐ No (If 'yes', complete the following)

Effective date of JPA Membership: 07/01/2017 JPA Certificate # N/A

Name of JPA: CSAC-Excess Insurance Authority

AGENCY SAFETY PROGRAM

Does the Agency have a written Injury and Illness Prevention Program (IIPP)? ☑ Yes ☐ No

Individual responsible for Agency workplace safety and IIPP program:

Name: Gregory S. Borboa Title: Risk Manager

Company Name: City of Manhattan Beach

Address: 1400 Highland Avenue

City: Manhattan Beach State: CA Zip + 4: 90266 -

Phone: (310) 802-5257 E-Mail: gborboa@citymb.info

SUPPLEMENTAL COVERAGE

1.) Will your program be supplemented by any insurance or pooled coverage under a **STANDARD** workers' compensation insurance policy? ☐ Yes ☑ No (If 'Yes', complete the following):

Name of Excess Pool/Carrier:

Policy #: Effective Date of Coverage:

2.) Will your program be supplemented by any insurance or pooled coverage under a **SPECIFIC EXCESS** workers' compensation insurance policy? ☑ Yes ☐ No (If 'Yes', complete the following):

Name of Excess Pool/Carrier: CSAC-Excess Insurance Authority

Policy #: N/A Effective Date of Coverage: 07/01/2017

Retention Limits: $750,000

3.) Will your program be supplemented by any insurance or pooled coverage under an **AGGREGATE EXCESS** (stop loss) specific excess workers' compensation insurance policy? ☐ Yes ☑ No (If 'Yes', complete the following):

Name of Excess Pool/Carrier:

Policy #: Effective Date of Coverage:

Retention Limits:

RESOLUTION FROM GOVERNING BOARD

Attach a properly executed Governing Board Resolution. See attached sample resolution on page 5.

CERTIFICATION

The undersigned on behalf of the applicant hereby applies for a Certificate of Consent to Self-Insure the payment of workers' compensation liabilities pursuant to Labor Code Section 3700. The above information is submitted for the purpose of procuring said Certificate from the Director of Industrial Relations, State of California. If the Certificate is issued, the applicant agrees to comply with applicable California statutes and regulations pertaining to the payment of compensation that may become due to the applicant's employees covered by the Certificate.

X _____ DATE: 04/18/2017

SIGNED: Authorized Official / Representative

Mark Danaj

Printed Name

City Manager

Title

City of Manhattan Beach

Agency Name

RESOLUTION NO.: _____ DATED: _____

**A RESOLUTION AUTHORIZING APPLICATION
TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA
FOR A CERTIFICATE OF CONSENT TO SELF-INSURE
WORKERS' COMPENSATION LIABILITIES**

At a meeting of the _____
(Enter Name of the Board)

of the _____
(Enter Name of Public Agency, District, Etc.)

a _____ organized and existing under the
(Enter Type of Agency, i.e., County, City, School District, etc.)

laws of the State of California, held on the _____ day of _____, 20___,

the following resolution was adopted:

RESOLVED, that the above named public agency is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers' compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.

IN WITNESS WHEREOF: I HAVE SIGNED AND AFFIXED THE AGENCY SEAL.

X_____ DATE: _____
SIGNED: Board Secretary or Chair

_____
Printed Name

_____
Title

Affix Seal Here

_____
Agency Name