

Jillian Cole

From: Candice Richardson <CRichardson@sdrma.org>
Sent: Tuesday, November 16, 2021 1:44 PM
To: john.rowden@digitalpath.net
Cc: Wendy Tucker; Teresa Guillen
Subject: RE: SDRMA Property/Liability Program Information - Plumas Eureka Community Services District
Attachments: Payroll Classification Instructions-Prospective Member.pdf; PL & WC New Member Application.pdf; Financial Audit Sample.pdf

I have attached the updated application that includes both the Property/Liability and Workers' Compensation Program. Please review the following requirements in order to proceed with a quotation:

- Completed application
- A ten-year workers' compensation detailed loss history report in excel format.
- A ten-year property and liability detailed loss history report.
- A copy of your agency's most recent "Report on Internal Controls" prepared by your financial auditor. A sample is attached for your reference. *If you cannot provide this document, please provide a justification for not submitting one.*
- A copy of your agency's current Operating Budget Summary.

Upon receipt of the information listed above, we will submit to our underwriting team. Please allow 2 weeks for the entire review process. Once the application is approved, we will email a formal quotation along with membership documents and requirements that will require your agency's board approval, including:

- Joint Powers Agreement
- Resolution
- Initial three-program year commitment
- Membership with CSDA
- Crime and Certificate of Consent to Self-Insure Applications

Please let us know if you have any additional questions when filling out our application. Thank you so much!

Thank you,

Candice Richardson
Member Services Specialist I



Special District Risk Management Authority
1112 I Street, Suite 300
Sacramento, California 95814
T 800.537.7790 or 916.231.4141 F 916.231.4111
www.sdrma.org

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From: john.rowden@digitalpath.net <john.rowden@digitalpath.net>
Sent: Tuesday, November 16, 2021 11:22 AM
To: Candice Richardson <CRichardson@sdrma.org>
Subject: RE: SDRMA Property/Liability Program Information - Plumas Eureka Community Services District

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Yes please

From: Candice Richardson <CRichardson@sdrma.org>
Sent: Tuesday, November 16, 2021 11:07 AM
To: john.rowden@digitalpath.net
Subject: RE: SDRMA Property/Liability Program Information - Plumas Eureka Community Services District

Hi John,

Yes, we do – I have attached our Worker’s Compensation program description for your review. Would you also like for me to send you over a workers’ compensation application to complete?

Thank you,

Candice Richardson
Member Services Specialist I



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From: john.rowden@digitalpath.net <john.rowden@digitalpath.net>
Sent: Tuesday, November 16, 2021 9:09 AM
To: Candice Richardson <CRichardson@sdrma.org>
Subject: RE: SDRMA Property/Liability Program Information - Plumas Eureka Community Services District

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Do you folks provide Workman’s comp insurance?

From: Candice Richardson <CRichardson@sdrma.org>
Sent: Monday, November 15, 2021 3:43 PM
To: john.rowden@digitalpath.net
Cc: Jillian Cole <jillian.pecsd@gmail.com>; Wendy Tucker <WTucker@sdrma.org>; Teresa Guillen <TGuillen@sdrma.org>
Subject: RE: SDRMA Property/Liability Program Information - Plumas Eureka Community Services District

Hi John,

Thank you for this information and your interest in the Special District Risk Management Authority's Property/Liability Program. We are happy to work with you to issue a quotation, however you will need to submit a completed application to go through the quoting process. Please review the following requirements in order to proceed:

- Completed application
- A ten-year property and liability detailed loss history report.
- A copy of your agency's most recent "Report on Internal Controls" prepared by your financial auditor. A sample is attached for your reference. *If you cannot provide this document, please provide a justification for not submitting one.*
- A copy of your agency's current Operating Budget Summary.

Upon receipt of the information listed above, we will submit to our underwriting team. Please allow 2 weeks for the entire review process. Once the application is approved, we will email a formal quotation along with membership documents and requirements that will require your agency's board approval, including:

- Joint Powers Agreement
- Resolution
- Initial three-program year commitment
- Membership with CSDA
- Crime Application

Please feel free to contact us if you have any questions or need assistance filling out our application. Thank you and have a great day!

Thank you,

Candice Richardson
Member Services Specialist I



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From: john.rowden@digitalpath.net <john.rowden@digitalpath.net>

Sent: Monday, November 15, 2021 1:44 PM

To: memberplus <memberplus@sdrma.org>

Cc: Jillian Cole <jillian.pecsd@gmail.com>; Richardson@sdrma.org

Subject: Plumas Eureka Community Services District

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This to request a quote for equivalent coverage.

Thank you

John

*John Rowden
Interim General Manager
Plumas Eureka Community Services District
200 Lundy Lane
Blairsden, CA 96103
(530) 836 1953 office
(530) 927 8179*