

**ORGANIZATION OF SELF-INSURED SCHOOLS  
(O.S.S.)**

**Executive Committee Meeting**

11:00 a.m. Thursday, April 16, 2009

Rodolfo's  
1802 E. Front  
Selma, CA 93662

**Meeting Minutes**

- Call to Order** President Warren Jennings called the meeting to order at 11:09 a.m.
- Attendance**
- |   |   |
|---|---|
| Pacific Union Elementary School District<br>Warren Jennings                       | Selma Unified School District<br>Larry Teixeira   |
| Kingsburg Joint Union School District (Elem)<br>Dr. Mark Ford<br>Carol Williamson | West Park Elementary School District<br>Edith Gustafson   |
| Kerman Unified School District<br>James Foley                                     | Fowler Unified School District<br>Eric Cederquist   |
| Kings River-Hardwick Union Elem School Dist.<br>Trish Singh                       | Kings Canyon Unified School District<br>Ron Hudson  |
| Island Union Elementary School District<br>Diane Augusto                          | Guests:<br>Erik Knak – <i>Knak &amp; Company</i><br>Dennis Williams - <i>Keenan &amp; Associates</i><br>Dr. Henry Brock – <i>Brock's Loss Control</i><br>Bill Tucker - <i>Tucker-Alexander Ins.</i><br>Donna Murry – <i>Tucker-Alexander Ins.</i> |
| Southwest Transportation Agency<br>Hemanta Mungur                                 |   |
- Approval of Agenda** The motion to approve the agenda was made by member Cederquist and seconded by member Ford. Motion carried.
- Public Hearing Session** President Jennings asked if anyone wished to address the Committee. There was no response.
- Consent Agenda** The motion was made by member Ford and seconded by member Hudson to approve the consent agenda which included the following:  
A. Approval of the minutes of the January 15, 2009 Executive Committee meeting as mailed.  
B. Approval of expenditures for quarter ending March 31, 2009 (Attachment A)  
Motion carried.
- Treasurer's Report** The O.S.S. accountant, Carol Williamson presented the financial statements for quarter ending March 31, 2009, (Attachments B). The motion to accept the financial reports as presented was made by member Ford and seconded by member Teixeira. Motion carried.
- Broker's Report** The broker, Bill Tucker Jr. mentioned an O.S.S. member district had received information from the California School Boards Association (CSBA) pertaining to the unconstitutional use of wording on facilities use agreements which prohibited the use by groups whose purpose was to overthrow the government. This was in contrast to wording displayed on the O.S.S. *Use of Facilities Agreement*. An analysis by legal counsel for the O.S.S. recommended the continued use of the O.S.S. *Use of Facilities Agreement* until such time the current Education Code is deemed unconstitutional.

NOTE: O.S.S. legal counsel's analysis received after meeting is attached, (Attachment C).

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Golf Tournament The broker mentioned the Bill Tucker/Pat Magill Memorial Golf Tournament will be held this year on Thursday, June 18 at the Sherwood Forest Golf Club. Entry forms will be distributed to all O.S.S. members.

**Administrator's Report** The claims administrator; Erik Knak presented the O.S.S. Loss History Review, (Attachment D). He mentioned 2006/07 was a bad property year with 2007/08 being an even worse property loss year. The expectation is the average number of claims for 2008/09 will pass one hundred fifty (150). A new type of loss not seen before are crime losses. Embezzlement is an example of such a loss. The O.S.S. has seen two such losses since the first of the year.

*The committee recessed at 11:22 a.m. and reconvened at 11:40 a.m.*

### Loss Control Report

Brochures

O.S.S. risk manager; Dr. Henry Brock handed out a ReLIEF brochure for review by the Executive Committee. He also handed out a brochure by the National Recreation and Park Association titled *The Dirty Dozen*, a checklist identifying the top 12 safety hazards in playgrounds. He would be sending a copy of the playground checklist out by mail to the member districts. It was stated the playground checklist should be online shortly.

OSS Logo

Dr. Brock presented to the Committee, the final version of the OSS logo:



### Action Items

- Caruthers Refund The motion was made by member Teixeira and seconded by member Ford to approve the third installment of the Caruthers refund in the amount of \$11,114.00 as calculated by the actuary to be paid by June 30, 2009. Motion carried.
- Crossroads Trade Tech Charter The broker presented Armona's new charter school, Crossroads Trade Tech Charter School for the Executive Committee's consideration, (Attachment E). Due to the timing of meetings, the charter school had already been approved by the NCR Underwriting Committee. The broker recommended approval. The motion to approve Crossroads Trade Tech Charter School was made by member Cederquist and seconded by member Ford. Motion carried.
- Auditor's Contract The broker presented the three year auditor's contract with Borchardt, Corona, & Faeth, (Attachment F). There was a question about sending out a Request For Proposal (RFP) for this service. After a lengthy discussion, the motion was made by member Teixeira and seconded by member Cederquist to approve the contract as presented. Motion carried.
- Safety Inspections The motion to approve the three year Proposal for Safety Inspection Services submitted by Poms & Associates, (Attachment G) as presented by Dr. Brock was made by member Ford and seconded by member Gustafson. Motion carried.
- Loss Fund Rates The broker presented the loss fund rates at the \$50,000 S.I.R. level with the modified premium for each member, comparing the 2009/10 year with that from 2008/2009, (Attachment H). He mentioned the rate of \$16.73 took a five percent (5%) increase from last year's rate of \$15.90. This increase was mostly due to an increase in claims. The motion was made by member Teixeira and seconded by member Gustafson to recommend to the Board, approval of the loss fund rates as presented. Motion carried.

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### Action Items

#### Cont.

- O.S.S. Rebate      The broker presented three different scenarios for paying an O.S.S. rebate to its member districts, (Attachment I). After discussion, the motion was made by member Hudson and seconded by member Cederquist to recommend to the Board the taking of the estimated payable rebate over three years which includes a one time extraordinary payout the first year. Motion carried.
- At-Large  
Membership      The current at-large membership to the Executive Committee was presented, (Attachment J). The motion to recommend to the Board the retention of the current slate of at-large members on the Executive Committee was made by member Ford and seconded by member Gustafson. Motion carried.
- Meeting Location/  
Times/Dates      The motion was made by member Ford and seconded by member Gustafson to approve O.S.S. Resolution #JPA 09-2 for establishing date, time and place of regular meetings of the O.S.S. Executive Committee, (Attachment K). Motion carried.
- Accounting Budget      The O.S.S. accountant, broker, and risk manager were asked to leave during discussion of budget increase and service agreements.
- Accounting Budget      The motion to increase the accounting budget from \$7,150 to \$8,200 which takes into consideration an increase in postage cost was made by member Jennings and seconded by member Cederquist. Motion carried.
- Servicing Agent  
& Risk Mgmnt  
Agreements      President Jennings voiced appreciation to both Bill Tucker, Jr. in his role as the O.S.S. servicing agent and Dr. Brock as the O.S.S. risk manager. Through their leadership, the JPA is in good financial standing and able to return rebates to member districts. He felt a five percent (5%) increase of their fees would be justified. The motion was made by member Cederquist and seconded by member Gustafson to approve their three year contracts, (Attachment L and M) with a five percent (5%) increase for their first year. Motion carried.

### Board Member Report

President Jennings commented on the excellent write-up Larry Teixeira received in the local Selma newspaper.

### Closed Session

There were no items for closed session.

### Next Meeting/ Adjournment

The next scheduled meeting for the Executive Committee is 9:00 a.m. on Tuesday, May 19, 2009 at Southwest Education Support Center in Caruthers. The O.S.S. *Annual Board* meeting is immediately following at 10:00 a.m.

With no further business, the motion was made by member Teixeira and seconded by member Gustafson to adjourn the meeting. Motion carried and the meeting adjourned at 12:17 p.m.

Prepared by,

Approved by,

Donna Murry  
EG:dm

Edith Gustafson  
O.S.S. Secretary