

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

**Executive Committee Meeting**

11:00 a.m. Thursday, January 19, 2006

Rodolfo's  
1802 E. Front  
Selma, CA 93662

**Meeting Minutes**

- Call to Order** President Warren Jennings called the meeting to order at 11:13 a.m.
- Attendance**
- |  |   |
|--|---|
| Pacific Union Elementary School District<br>Warren Jennings      | Selma Unified School District School District<br>Larry Teixeira   |
| Kings Canyon Joint Unified School District<br>Irvin Isaak        | Kings River-Hardwick Union Elem. School Dist.<br>Andrea Materoh   |
| Island Union Elementary School District<br>Tom Bates             | West Park Elementary School District<br>Edith Gustafson   |
| Fowler Unified School District<br>Eric Cederquist                | Guests:<br>Steve Bour - <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> |
| Kingsburg Joint Union School District (Elem)<br>Carol Williamson |   |
- Approval of Agenda** The motion was made by member Teixeira and seconded by member Materoh to approve the agenda. 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 Cederquist and seconded by member Isaak to approve the consent agenda which included the following:  
A. Approval of the minutes of the October 27, 2005 Executive Committee as mailed  
B. Approval of expenditures (Attachment A).  
Motion carried.
- Treasurer's Report** Carol Williamson, the O.S.S. accountant presented the audited financial statement for year ending June 30, 2005, (Attachment B) and for quarter ending December 31, 2005, (Attachment C). The motion was made by member Teixeira and seconded by member Gustafson to accept the financial statements as presented. Motion carried.
- Broker's Report** The broker, Bill Tucker Jr. reported NorCal ReLiEF will be waiving any additional premium incurred from mid-term appraisals. Any subsequent increase in total insurable values (TIV) will be picked up at renewal.
- Appraisals –  
A/P Waived
- Prop. Exp Mod NorCal has revised their property experience modification policy by reducing a district's exposure to three (3) years with caps of 125% maximum and 75% minimum using a 5% maximum adjustment per year. This will minimize the effects of one large loss, which is especially important for smaller members.

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### Broker's Report

#### Cont.

Court Case

Mr. Tucker reported on a favorable Ninth Circuit Court of Appeal ruling received for Palmdale School District\* regarding a questionnaire containing questions of a sexual nature given to elementary students. This was an appeal by the parents of certain students after the entire case was dismissed by the federal district court. Since it was a published decision, it can be cited in the future in other cases.

*\*Palmdale School District is part of Southern California ReLiEF*

Form 700

Conflict of Interest

It was stated an interactive *Conflict of Interest Form 700* can now be distributed by email. The advantage would be a savings in both time and postage. It was the consensus of the O.S.S. Executive Committee to use email instead of the postal service to distribute said conflict of interest forms.

Golf Tournament

It was announced, the Bill Tucker / Pat Magill Memorial Golf Tournament would be held this year on Friday, June 16<sup>th</sup> at the Sherwood Forest Golf Club.

### Administrator's Report

The claims administrator; Erik Knak was unable to attend, but sent a memo regarding O.S.S. claims, (Attachment D).

### Loss Control Report

Sexual Harassment  
Online Training

O.S.S. risk manager, Dr. Henry Brock reported success of the online sexual harassment training. It is working well and is a time saver.

The committee recessed at 11:38 a.m. and reconvened at 12:03 p.m.

Facility Audits/  
Status Report

Dr. Brock presented a policy for the committee's review pertaining to the safety audits and status report of the corrective measures taken two years after the initial audit, (Attachment E).

AED

It was reported there are some concerns with a district operating an automated external defibrillator (AED). Dr. Brock handed out a bulletin addressing these issues, (Attachment F).

AB 1052

Dr. Brock distributed literature on Assembly Bill 1052 which was effective January 1, 2006, (Attachment G). He mentioned he would be sending this information out to all members.

District Visits

Dr. Brock and Bill Tucker have scheduled visits to districts with new or interim superintendents to acquaint them with the O.S.S. and its programs.

### Action Items

SETECH Proposal

Bill Tucker presented a three year proposal for continuing the examination of the financial stability and funding of O.S.S., (Attachment H). The proposal would also include a Management's Discussion & Analysis (MD&A). With the broker's recommendation, the motion was made by member Cederquist and seconded by member Teixeira to approve the three year contract for the SETECH study. Motion carried.

Actuary Contract

The motion to approve the contract with Milliman USA for actuarial services for the 06/07 fiscal year, (Attachment I) was made by member Teixeira and seconded by member Bates. Motion carried.

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### Action Items

#### Cont.

K-8 Online  
Coaches Training

Dr. Brock suggested developing an online training session for K-8 coaches. He would search for someone to write a thirty minute dialog pertaining to this topic. It was the consensus of the Executive Committee to proceed on this matter and present a proposal at the next meeting.

### Board Member Report

Member Teixeira mentioned he attended his first meeting of the NorCal ReLiEF Finance Committee and gave a short report of that meeting. O.S.S. represents four of the five NorCal ReLiEF committees.

### Closed Session

There were no items for closed session

### Next Meeting/ Adjournment

The next scheduled meeting for the Executive Committee is 11:00 a.m. on Thursday, April 27, 2006 at Rodolfo's in Selma

With no further business, the motion was made by member Bates and seconded by member Gustafson to adjourn the meeting. Motion carried and the meeting adjourned at 12:19 p.m.

Prepared by,

Approved by,

Donna Murry  
AM:dm

Andrea Materoh  
O.S.S. Secretary