

**OSS**  
ORGANIZATION OF  
**SELF-INSURED SCHOOLS**

**Executive Committee Meeting**

11:00 a.m. Thursday, October 22, 2009

Rodolfo's  
1802 E. Front  
Selma, CA 93662

**Meeting Minutes**

- Call to Order** President Warren Jennings called the meeting to order at 11:07 a.m.
- Attendance**
- |   |  |
|---|--|
| Pacific Union Elementary School District<br>Warren Jennings | Kingsburg Joint Union School District (Elem)<br>Dr. Mark Ford<br>Carol Williamson  |
| Central Unified School District<br>Mike Berg                | Island Union Elementary School District<br>Diane Augusto   |
| Southwest Transportation Agency<br>Hemanta Mungur           | Guests:<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> |
| Kings Canyon Unified School District<br>Ron Hudson          |  |
- Approval of Agenda** The motion to approve the agenda was made by member Ford and seconded by member Hudson. 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 Berg to approve the consent agenda which included the following:  
A. Approval of the minutes of the July 16, 2009 Executive Committee meeting as mailed.  
B. Approval of expenditures for quarter ending September 30, 2009 (Attachment A).  
Motion carried.
- Treasurer's Report** The O.S.S. accountant, Carol Williamson presented the financial statement for quarter ending September 30, 2009, (Attachment B). The motion to accept the financial report as presented was made by member Hudson and seconded by member Ford. Motion carried.
- Broker's Report** The broker, Bill Tucker Jr. reported on a new requirement for accreditation with excellence; having a policy for the secure storage of electronic and non-electronic documents. He will look to NorCal ReLiEF (NCR) for assistance, possibly using their policy as a template for the O.S.S. In addition a strategy concerning internet logs, email and voice mail retention is also needed. He will seek assistance from the members and consultants in developing a suitable policy to bring before the Executive Committee for approval.
- Data Security & Recovery Policy**
- OSS Reserve Estimates** It was mentioned the actuary completes a reserve analysis twice a year. The 6/30/09 analysis, showed a net ultimate loss decrease of \$93,000 and a gross ultimate loss estimate decrease of \$961,000 from that of the 12/31/09 analysis.
- 2009/10 Program Summary Binders** The 2009-2010 Program Summary binders were received and are being distributed to the brokers. Districts should be receiving theirs shortly.

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Booster/Aux  
Organizations

The new application process for endorsing booster and auxiliary organizations to the Memorandum of Coverage (MOC) has become more complicated and requires more oversight on the part of the district. It is the broker's recommendation for new organizations to purchase outside coverage. One such program available is through Association Insurance Management, Inc, (AIM) and was designed specifically for members of NCR by Keenan & Associates. The price is very affordable and offers a range of coverages designed specifically for booster/auxiliary groups or foundations, (Attachment C).

*The committee recessed at 11:25 a.m. and reconvened at 11:40 a.m.*

NCR Ann'l Meeting

The broker reported on a few highlights from the NCR annual meeting held the week prior.

Claims - NCR is continuing to see trash can fires. It was their recommendation to have district janitorial service empty trash cans / bins before the weekends. Power tools are another area of concern. Accidents have occurred when safety features are removed or from a lack of supervision.

Rebates – NCR declared a rebate from the 96/97 and prior years. The O.S.S. will be receiving a check for \$125,000. Overall, including the aforementioned rebate, the O.S.S. has \$1.3 Mil in their fund equity.

**Administrator's  
Report**

Bill Tucker presented the report for the claims administrator who was unable to attend, (Attachment D). Overall, the open claims count remains stable in the low 40s with reserves dropping from \$633,000 to \$574,000 from the last report.

**Loss Control  
Report**

Reducing Risk  
Workshop

O.S.S. risk manager; Dr. Henry Brock reported on the *Reducing Risk Workshop* that was held earlier in the week. There was a good representation of people at the workshop. He brought extra binders to hand out to those Executive Committee members not able to attend.

Website

The O.S.S. website went through a recent transformation. It's more user friendly with different graphics which incorporates the new O.S.S. icon. The website is [www.ossweb.org](http://www.ossweb.org).

**Action Items**

Consider Alternate  
Markets

The broker presented to the Executive Committee the opportunity to consider alternate markets and go out to bid. In order to do so, the first step would be to give notice to NCR of their intent to withdraw. There was no interest on the part of the committee to consider alternate markets. No action was taken.

**Board Member  
Report**

President Jennings asked if any member had items to report. There was no response.

**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, January 21, 2010 at Rodolfo's - Selma.

With no further business, the motion was made by member Ford and seconded by member Berg to adjourn the meeting. Motion carried and the meeting adjourned at 11:53 a.m.

Prepared by,

Approved by,

Donna Murry  
WJ:dm

Warren Jennings  
Acting O.S.S. Secretary