






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

**Executive Committee Meeting**

11:00 a.m. Thursday, October 20, 2011

Favorito  
115 N 6th  
Fowler, CA 93625

**Meeting Minutes**

- Call to Order** President Larry Teixeira called the meeting to order at 11:04 a.m.
- Attendance**
- |   |  |
|---|--|
| Selma Unified School District<br>Larry Teixeira                     | Central Unified School District<br>Jim Bauler  |
| Kingsburg Joint Union School District<br>Carol Williamson           | Island Union Elementary School District<br>Diane Augusto   |
| Pacific Union Elementary School District<br>Annette Machado         | Fowler Unified School District<br>Eric Cederquist  |
| Southwest Transportation Agency<br>Hemanta Mungur                   | Guests:<br>Erik Knak – <i>Knak &amp; Company</i><br>Gustavo Corona – <i>Borchardt, Corona &amp; Faeth</i><br>Mary Boyer – <i>Keenan &amp; Associates - SETECH</i><br>John Phillips – <i>Wild, Carter &amp; Tipton</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> |
| Kings Canyon Unified School District<br>Ron Hudson<br>John Clements |  |
| Parlier Unified School District<br>Bill Baker                       |  |
- Introductions** The attending committee members and guests introduced themselves.
- Approval of Agenda** The motion to approve the agenda was made by member Cederquist and seconded by member Williamson. Motion carried.
- Public Hearing Session** President Teixeira asked if anyone wished to address the Committee. There was no response.
- Consent Agenda** The motion was made by member Hudson and seconded by member Bauler to approve the consent agenda which included the following:
- A. Approval of the minutes of the July 21, 2011 meeting as emailed.
  - B. Approval of expenditures for the audited year ending June 30, 2011 (Attachment A-icon below) and for quarter ending September 30, 2011 (Attachment B-icons below). Motion carried.
-  Attach A-OSS Expen 4th Qtr 10-11       Attach B-OSS Expen 1st Qtr 11-12       Attach B-Knak Summary 09-30-11
- Treasurer's Report** Carol Williamson, the O.S.S. accountant presented the audited financial statement for year ending June 30, 2011, (Attachment C-icon below) and quarter ending September 30, 2011, (Attachment D-icon below). The motion to approve the audited financial statement for year ending June 30, 2011 and for quarter ending September 30, 2011 was made by member Cederquist and seconded by member Bauler. Motion carried.
-  Attach C-Audited Finc'l Yr End 6-30-11       Attach D-Finc'l Rpt Qtr Ending 9-30-11.p

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**Broker's Report** The broker, Bill Tucker Jr. reported on the below highlights from the NorCal ReLIEF (NCR) annual meeting he attended the week prior.  
NCR Ann'l Meeting

*Finance* – The NCR Financial Management Information Report, their SETECH report, was presented. NCR has \$26 Mil in assets and enjoys a greater than 90% confidence factor. The O.S.S. equity share of aforementioned \$26 Mil is \$1.8 Mil. The financial audit presented gave no negative findings.

*Claims* - NCR received their claims audit with minor recommendations, which is being addressed.

*Risk Management* – Handouts were provided on Bullying (Attachment E-icon below) & AB165 pertaining to Student Fees (Attachment F-icon below).



Attach E-Bullying



Attach F-Student  
Fees

**Administrator's Report** The O.S.S. claims administrator Erik Knak from Knak & Company presented his report, the O.S.S. *Loss History Review – (Incurred)* for years 2004-05 through 2011-12, (Attachment G-icon below). He is hoping to close out the 2008-09 year soon. The claims seem to parallel other JPAs he services.



Attach G-Loss  
History Review

### Loss Control Report

Brochures

O.S.S. risk manager; Dr. Henry Brock presented the newest brochure, *How Does District Insurance Coverage Affect YOU?* (Attachment H- icon below). The brochure provides information for both classified and certificated employees, with the ultimate goal to enlighten one on the consequences of actions and ultimate cost to the district. He is hoping to distribute the initial brochure via email with an opportunity for the districts to order hard copies should they desire.



Attach H-Dist Ins  
Brochure

### Action Items

Financial Audit

Gustavo Corona with the firm, Borchardt, Corona & Faeth presented the O.S.S. financial audit for years ending June 30, 2011 and 2010, (Attachment I-icon below). He mentioned the audit is a snapshot in time with no findings from the review. The motion to accept the financial audit as presented was made by member Mungur and seconded by member Hudson. Motion carried.



Attach I-OSS Finc'l  
Audit 2011 - 2010

SETECH Rpt

The SETECH Report, *A Financial Management Information Report For the Fiscal Years Ended June 30, 2010 and 2011*, (Attachment J- icon below) was presented by Mary Boyer from the SETECH Division of Keenan & Associates. She mentioned the O.S.S. has a very well run program, continuing to enjoy secure financial success with a stable rate structure and as a result have declared to date, rebates of \$8,621,701. O.S.S. also has a greater than 90% confidence level; most JPAs have a 70% confidence level. The motion was made by member Hudson and seconded by member Bauler to accept the O.S.S. report as presented. Motion carried.



Attach J-OSS  
SETECH RPT 10-11

Transportation Policy

After a lengthy discussion, the Executive Committee gave direction to the O.S.S. attorney, John Phillips to prepare the revisions to the Transportation Policy, POLICY NO. V-01, *USE OF VEHICLES BY THIRD PARTIES* to have available at the next meeting in January for consideration.

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**Board Member  
Report**

President Teixeira 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 19, 2012 at Favorito's in Fowler.

With no further business, the motion was made by member Hudson and seconded by member Cederquist to adjourn the meeting. Motion carried and the meeting adjourned at 12:41 p.m.

Prepared by,

*Donna Murry*

Donna Murry  
DA:dm

Approved by,

*Diane Augusto*

Diane Augusto  
O.S.S. Secretary