

**FRESNO COUNTY SELF INSURANCE GROUP
(F.C.S.I.G.)**

Quarterly Board Meeting

1:30 p.m. Tuesday, January 13, 2009

J. Frank Parks Education Center
Selma Unified School District
3036 Thompson Avenue
Selma, California

Meeting Minutes

Call to Order President Eric Cederquist called the meeting to order at 1:31 p.m.

Attendance

Fowler Unified School District
Eric Cederquist

Kings Canyon Joint Unified School District
Adele Nikkel

Kingsburg Joint Union School District (Elem)
Dr. Mark Ford
Carol Williamson

Selma Unified School District
Larry Teixeira

Alvina Elementary School District
Larry Wilson

Guests:

Gus Corona – *Borchardt, Corona, & Faeth*
Mary Boyer - *SETECH*
Dr. Henry C. Brock – *Brock's Loss Control Services*
Sharon Castillo – *Tristar Ins. Group*
Tom Veale – *Tristar Ins. Group*
Bill Tucker - *Tucker-Alexander Ins.*
Donna Murry – *Tucker-Alexander Ins.*

Riverdale Jt Union School District
Vicky Rocha

**Approval of
Agenda**

The motion to approve the agenda was made by member Ford and seconded by member Williamson. Motion carried.

**Public Hearing
Session**

President Cederquist asked if anyone wished to address the Board. There was no response.

Consent Agenda

The motion was made by member Teixeira and seconded by member Nikkel to approve the consent agenda which included the following:

- A. Approval of the minutes of the October 14, 2008 meeting as mailed.
- B. Approval of audited expenditures
 - B.1 Quarter & Year ending June 30, 2008 (Attachment A)
 - B.2 Quarter ending September 30, 2008 (Attachment B)
 - B.3 Quarter ending December 31, 2008 (Attachment C)

Motion carried.

**Treasurer's
Report**

Carol Williamson, the F.C.S.I.G. accountant presented the audited financial statements for year ending June 30, 2008 and for quarter ending December 31, 2008, (Attachments D & E). She mentioned all of the districts have paid their second installment payment.

Broker's Report

Claims Cost
Analysis

The broker, Bill Tucker Jr. presented the Claims Cost Analysis for period ending December 2008, (Attachment F). He mentioned the number of indemnity claims has increased and stress claims were starting to materialize. It is hopeful the workshop conducted by claims administrator Sharon Castillo will help with the late reported claims and continued use of the online training will address the large losses.

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Administrator's Report

Claim Comparison Rpt

Sharon Castillo, the F.C.S.I.G. claims administrator presented a claim cost summary comparing this year to that of last year, (Attachment G). She is also sending reports to the districts on the number and types of claims that are occurring at each of their sites so they can be more aware of any safety concerns.

Early Intervention

Tristar president, Tom Veale reported on the Early Intervention Program. The program establishes first contact of the injured employee by a health care professional, normally a RN. It has been found that the early contact moves a claim forward by thirty (30) days. A pilot study involving five (5) F.C.S.I.G. districts will be established to determine its fiscal feasibility. The results will be brought back to the Board at a future meeting.

Loss Control Report

FCSIG Brochures

F.C.S.I.G. risk manager, Dr. Henry Brock presented the finished F.C.S.I.G. brochure to the Board. He mentioned it will be modified for posting to the F.C.S.I.G. website. (A sample of the brochure is enclosed). A logo will also be designed for the Board's consideration.

Facility Safety Audits

Dr. Brock mentioned all of the safety audits have been completed from the property and casualty JPA, which in an indirect way could benefit F.C.S.I.G.

Action Items

Financial Audit

Gus Corona, from the firm of Borchardt, Corona, & Faeth presented the F.C.S.I.G. financial audit for years ending June 30, 2008 and 2007, (enclosed). The motion to accept the F.C.S.I.G. financial audit as presented, which included the management letter, was made by member Ford and seconded by member Nikkel. Motion carried.

Revision to Auditor's Contract

Do to nine new auditing standards required on financial audits and the time involved to implement these changes, Mr. Corona presented a revision to their current contract, (Attachment H). The motion to accept the revision to the current contract as presented and subsequent amendment to the F.C.S.I.G. budget was made by member Teixeira and seconded by member Nikkel. Motion carried.

SETECH Report

The SETECH Report; *A Financial Management Information Report For The Fiscal Years Ended June 30, 2007 and June 30, 2008*, (enclosed), was presented by Mary Boyer from the SETECH Division of Keenan & Associates. The motion to accept the report as presented was made by member Ford and seconded by member Nikkel. Motion carried.

Investment Policy

The Board reviewed the changes to its investment policy as presented by the broker, (Attachment I). Such an annual review is mandated by the accreditation process. The motion to accept the June 17, 2008 revision of the Investment Policy of the County of Fresno as the investment policy for F.C.S.I.G. was made by member Nikkel and seconded by member Ford. Motion carried.

NOTE: A copy of the June 17, 2008 revision of the Investment Policy of the County of Fresno as adopted by F.C.S.I.G. can be found online at the F.C.S.I.G. website: www.fcsigweb.org

Actuary Proposal

The motion to approve the proposal for providing actuarial services for the 09/10 fiscal year by Milliman, Inc. was made by member Ford and seconded by member Williamson, (Attachment J). The cost of the actuarial services remains unchanged from the prior contract year. Motion carried.

Board Member Report

President Cederquist mentioned on January 23, 2008, Fowler Unified S.D. will host a round table discussion with other districts for sharing ideas pertaining to the current budget situation.

Closed Session There were no items for closed session.

**Next Meeting/
Adjournment** The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, May 05, 2009**. With no further business, the motion to adjourn the meeting was made by member Ford and seconded by member Williamson. Motion carried and the meeting adjourned at 2:30 p.m.

Prepared by,

Approved by,

Donna Murry
EC:dm

Eric Cederquist
Acting Secretary