



Annual Board Meeting

10:00 a.m. Tuesday, May 21, 2013
Southwest Education Support Center
16644 S. Elm
Caruthers, CA 93609

Meeting Minutes

Call to Order The meeting was called to order at 10:00 a.m. by President Larry Teixeira.

Attendance

Selma Unified School District Larry Teixeira	Los Banos Unified School District Dean Bubar
Island Union Elementary School District Diane Augusto	Kingsburg Joint Union School District (Elem) Dr. Wesley Sever Carol Williamson
Kings Canyon Joint Unified School District Dr. John Quinto	Central Unified School District Kelly Porterfield
Kerman Unified School District Peggy Rodgers	Fowler Unified School District Fresno Area Self Insurance Benefits dba EdCare Fresno County Self Insurance Group Eric Cederquist
Southwest Transportation Agency South County Support Services Agency Tony Mendes Hemanta Mungur	Kings River-Hardwick Union Elem School District Trish Singh
Central Valley Preschool Riverdale Unified School District Pete Faragia	Firebaugh-Las Deltas Unified School District Russell Freitas
Kingsburg Jt Union High School District Randy Morris	West Park Elementary School District Ralph Vigil
Parlier Unified School District Irma Regalado	Laton Unified School District Tammy Alves
Kit Carson Elementary School District Kim Grant	Guests: Dr. Henry Brock – <i>Brock's Loss Control</i> Bill Tucker - <i>Tucker-Alexander Ins.</i> Donna Murry – <i>Tucker-Alexander Ins.</i>

Quorum A quorum of the Board of Directors was present.

Introductions The attending directors and guests introduced themselves.

Approval of Agenda The motion was made by member Bubar and seconded by member Quinto to approve the agenda. Motion carried.

Public Hearing Session President Teixeira asked if anyone wished to address the Board. There was no response.

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- Consent Agenda** The motion to approve the consent agenda, which included the minutes of the May 15, 2012 meeting as emailed, was made by member Quinto and seconded by member Rodgers. Motion carried.
- Broker's Report**
MOC Rewrite The broker, Bill Tucker Jr. presented a summary of the review and rewrite of the Memorandum of Coverage (MOC), a task which began in 2011, (Attachment A). He affirmed the purpose of the rewrite was to clarify the document's wording and not to reduce coverage.
- NCR Matching Grant The broker mentioned NorCal ReLiEF (NCR) has again made available the matching grant program to assist member districts in the costs associated with new loss control / risk management products. \$250,000 in funding will be allocated per year for three (3) years. Funds from \$1,000 to \$25,000 will be available to districts on a first come, first serve basis, (Attachment B). More information will be emailed to the O.S.S. members on how to apply for the matching grant money.
- Administrator's Report** The claims administrator for the O.S.S., Erik Knak from Knak & Company, was unable to attend due to a scheduling conflict, but was able to present via speakerphone the O.S.S. *Loss History Review – (Incurred) – 5-17-2013* for years 2004-05 through 2012-13, (Attachment C). He mentioned 06/07 & 07/08 were bad claim years for both liability and property. The following year, 08/09 dropped down significantly in net incurred before starting back up. The 11/12 year has been staggering in both the number of claims and total incurred of over \$1.3 mil, though he is hopeful for an ending total of \$1.2 mil when everything is finally closed.
- Loss Control Report**
OSS Tip Program Dr. Brock, O.S.S. risk manager presented an overview of a new tip program that he is putting together to replace the WeTip Program which was never utilized by O.S.S. member districts, (Attachment D). A budgeted amount will be given each year to fund the program. More information will be available in the near future.
- Safety Inspections The risk manager mentioned the facility safety audits are conducted every three (3) years, in the fall and winter, with the follow up visits on the #1 priorities occurring eighteen (18) months later during the summer. Science labs and shops are also inspected during the summer months on a rotating schedule.
- Safety / Training Classes Classes recently held for district personnel were food safety and forklift certification. An aerial lift training class is planned for the near future.
- Intruder / Active Shooter It was mentioned an *Intruder and Active Shooter* seminar was recently held at Fresno County Office of Ed. Even with limited space, there were over a hundred (100) people in attendance. Comments given by the attendees were very positive.
- Verbal De-Escalation An online training class for verbal de-escalation is being prepared for district staff.
- Action Items**
Loss Fund Rate The broker presented the loss fund rate at the \$50,000 S.I.R. level with the modified premium for each member, comparing 2013/14 year with that from 2012/13, (Attachment E). The JPA rate of \$18.95 took an increase from the \$18.42 rate of the 2012/13 year. The motion to approve the loss fund rate of \$18.95 was made by member Cederquist and seconded by member Porterfield. Motion carried.

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NCR Rates The broker presented the NorCal ReLIEF (NCR) liability and property rates to the Board for their approval, (Attachment F). The \$5 Mil liability rate took a 0.5% increase over that from the year prior; going from \$15.321/ADA to \$15.405/ADA. The excess liability rates basically stayed flat. The property rate took a 1.5% increase from the prior year going from .0615/\$100 TIV to .06245/\$100 TIV. The broker mentioned NCR bought the rates down through a rate stabilization program. The motion to accept the NCR rates as presented was made by member Quinto and seconded by member Bubar. Motion carried.

The broker also mentioned the deductible for the crime policy was increasing from \$500 to \$2,500 due to poor experience.

Rebates The broker presented the second year calculation for a potential rebate, (Attachment G). It was the recommendation of the broker not to pay the second year's rebate due to the modest amount to be given to each district. The motion was made by member Cederquist and seconded by member Rodgers not to pay a rebate for the 12/13 year. Motion carried.

OSS Budget The motion to accept the Draft of the O.S.S. Budget as presented by Carol Williamson was made by member Bubar and seconded by member Singh, (Attachment H). Motion carried.

At-Large Membership The current at-large membership on the Executive Committee was presented, (Attachment I). The motion on keeping the current slate of at-large members on the Executive Committee was made by member Porterfield and seconded by member Williamson. Motion carried.

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 Annual Board Meeting is 10:00 a.m. on **Tuesday, May 20, 2014** at **Southwest Education Support Center**.

With no further business, the meeting adjourned at 10:31 a.m.

Prepared by,

Donna Murry

Donna Murry
DA:dm

Approved by,

Diane Augusto/dm

Diane Augusto
O.S.S. Secretary