



Executive Committee Meeting

11:00 a.m. Thursday, July 25, 2013

Favorito
115 N 6th
Fowler, CA 93625

Meeting Minutes

Call to Order

President Larry Teixeira called the meeting to order at 11:09 a.m.

Attendance

Selma Unified School District
Larry Teixeira

Los Banos Unified School District
Dean Bubar

Kings River-Hardwick Union Elem School Dist.
Trish Singh

Kingsburg Joint Union School District
Carol Williamson

Pacific Union Elementary School District
Annette Machado

Kerman Unified School District
Kraig Magnussen

Fowler Unified School District
Eric Cederquist

Guests:

Dennis Williams - *Keenan & Associates*
Erik Knak - *Knak & Company*
Dr. Henry Brock - *Brock's Loss Control*
Bill Tucker - *Tucker-Alexander Ins.*
Donna Murry - *Tucker-Alexander Ins.*

Clay Jt Elementary School District
Brenda Silvia

Approval of Agenda

President Teixeira mentioned there would be an addition to the action items; 9.3 *Election of Officers*. The motion to approve the agenda with the aforementioned addition was made by member Bubar and seconded by member Cederquist. 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 Cederquist and seconded by member Bubar to approve the consent agenda which included the following:

- A. Approval of the minutes of the May 21, 2013 Executive Committee meeting as emailed.
- B. Approval of expenditures for quarter ending June 30, 2013, (Attachment A).

Motion carried.

Treasurer's Report

Carol Williamson, the O.S.S. accountant presented the unaudited financial statement for quarter ending June 30, 2013, (Attachment B). Member Williamson noted the auditor would be adjusting any pre-billed expenditures to the 13/14 year at audit.

Broker's Report Accreditation

The broker, Bill Tucker Jr. mentioned the O.S.S. is in the process of gathering together the necessary paperwork for their re-accreditation. The O.S.S. is accredited with excellence. Part of the excellence requirement involves a Strategic Planning Session. This session will be taking place immediately after the O.S.S. October 17, 2013 meeting.

Fishing Clubs

Districts are starting to see an interest in fishing clubs by students. Currently only one O.S.S. district has organized such a club. For the time being, the one O.S.S. district's club is bank fishing, but wants to evolve to bass fishing. There is a watercraft exclusion in the MOC as bass fishing involves high speed watercraft. The broker has found a carrier who would write non-owned watercraft liability which would be layered over what the boat owners would have as no boats would be owned by the district. More information will be forthcoming on this subject in the near future.

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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)* as of 7-24-2013 for years 2005-06 through 2013-14, (Attachment C). He mentioned the 2011-12 year was a horrific year for property & liability losses. Copper wire & computer thefts were driving the property losses. He stated the current 2012-13 year appears also to be developing worse than the norm. He mentioned the losses for the O.S.S. are paralleling the loss history of another central valley JPA.

Loss Control Report O.S.S. risk manager; Dr. Henry Brock mentioned districts have shown an interest in holding classes for their staff in aerial & forklift training. He will always try to combine districts if they do not have enough staff to hold a full class on their own.

Workshops

Non-Violent Crisis Intervention Training Space is limited to the first 40 registered attendees for the Non-Violent Crisis Intervention Training. This class is scheduled for 9/23/13, 8:30 a.m. to 3:30 p.m. at the Fresno County Office of Education. A bulletin has already been emailed to the districts pertaining to this workshop.

Action Items

OSS Tip Program Dr. Brock presented the O.S.S. Tip Program, (Attachment D). This program will be replacing the WeTip program and will allow districts the flexibility to offer a reward to people coming forward with information on vandalism or theft claims. Pre approval of the reward is required and will be under the direction of the O.S.S. TPA, Erik Knak. A sample communication letter to give to the districts was discussed. The motion to approve the O.S.S. Tip Program as presented was made by member Cederquist and seconded by member Singh. Motion carried.

Agreement between OSS & UC Regents The broker presented the renewal of the five (5) year *Use of Facilities Agreement* between the O.S.S. and the Regents of the University of California for the use of O.S.S. member facilities by 4-H Clubs, (Attachment E). The motion was made by member Cederquist and seconded by member Bubar to approve the five (5) year agreement between the O.S.S. and the Regents of the University of California. Motion carried.

Election of Officers The motion to nominate the current slate of officers with Trish Singh replacing Diane Augusto as the O.S.S. secretary was made by member Williamson and seconded by member Bubar. Motion carried.

The officers for 2013/14 are:

President – Larry Teixeira
Vice President – Dean Bubar
Secretary – Trish Singh
Treasurer – Dr. Wesley Sever

Board Member Report Member Williamson inquired if other districts had parents requesting them to administer insulin shots to their children and what to do if one does not have a full time staffed nurse. It was suggested to sign on to the Keenan P&C Bridge website <https://www.keenan-pcbridge.com/keenanpcb/KeenanLogin.portal> and access Keenan SafeSchools.

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, **October 17, 2013** at Favorito's

With no further business, President Teixeira announced the meeting was adjourned at 11:54 a.m.

Prepared by,

Donna Murry

Donna Murry
TS:dm

Approved by,

Trish Singh / dm

Trish Singh
O.S.S. Secretary