



Executive Committee Meeting

11:00 a.m. Thursday, January 23, 2014

Favorito
115 N 6th
Fowler, CA 93625

Meeting Minutes

- Call to Order** President Larry Teixeira called the meeting to order at 11:05 a.m.
- Attendance**
- | | |
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| 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 |
| Central Unified School District
Kelly Porterfield | Southwest Transportation Agency
Tony Mendes |
| Kings Canyon Unified School District
Dr. John Quinto | Pacific Union Elementary School District
Annette Machado |
| Island Union Elementary School District
Diane Augusto | Guests:
Erik Knak – <i>Knak & Co. Inc.</i>
Tom Russo – <i>Keenan & Associates</i>
Dennis Williams - <i>Keenan & Associates</i>
Dr. Henry Brock – <i>Brock's Loss Control</i>
Bill Tucker - <i>Tucker-Alexander Ins.</i>
Donna Murry – <i>Tucker-Alexander Ins.</i> |
| Fowler Unified School District
Eric Cederquist | |
| Kerman Unified School District
Kraig Magnussen | |
- Approval of Agenda** The motion to approve the agenda was made by member Bubar and seconded by member Mendes. Ayes: Members Bubar, Teixeira, Singh, Williamson, Quinto, Mendes, Augusto, Cederquist, and Machado. Nays: None. Abstentions: None. Motion carried.
- Public Hearing Session** President Teixeira asked if anyone wished to address the Committee. There was no response.
Member Magnussen arrived.
- Consent Agenda** The motion was made by member Singh and seconded by member Quinto to approve the Consent Agenda which included the following:
A. Approval of the minutes of the October 17, 2013 Executive Committee meeting as emailed.
B. Approval of expenditures for quarter ending December 31, 2013 (Attachment A).
Ayes: Members Bubar, Teixeira, Singh, Williamson, Quinto, Mendes, Augusto, Cederquist, Machado, and Magnussen. Nays: None. Abstentions: None. Motion carried.
- Treasurer's Report** Carol Williamson, the O.S.S. accountant presented the financial statement for quarter ending December 31, 2013 to the Executive Committee, (Attachment B).
Member Porterfield arrived.
- Broker's Report** The broker, Bill Tucker Jr. mentioned Form 700, Conflict of Interest filings have been emailed to the Executive Committee members, alternates and consultants. The forms are to be mailed back to Tucker-Alexander Insurance by April 1, 2014 as original signatures are needed.
Form 700
Conflict of Interest

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Broker's Report

Cont.	The NorCal ReLIEF (NCR) renewal questionnaires have been email to all brokers and they in turn should have contacted their districts as the information is due back to Tucker-Alexander Insurance by February 10, 2014.
Renewal Questionnaires	
Reaccreditation Status	The broker reported on the status of O.S.S.'s reaccreditation through the California Association of Joint Powers Authorities (CAJPA). His office had met with the CAJPA consultant who will be submitting his report to the committee with a recommendation of Accreditation with Excellence when they met on February 26, 2014.
SELPA/CCSDO	The broker is in discussion with Fresno County Office of Education (FCOE) on the possibility of adding Fresno County's Special Education Local Plan Areas (SELPA) and the County Committee on School District Organization (CCSDO) for coverage under FCOE or endorsed separately to the Memorandum of Coverage (MOC).
Child Abuse Prevention Prog	<p>Mr. Tucker presented an overview status report on the Keenan Child Abuse Prevention Program which is based on recommendations from NorCal ReLief (NCR) members and committees, JPA claim manager, JPA panel attorneys, district counsel, outside media consultant and Keenan management, (Attachment C). The goal of the program is to educate districts and to get training for all employees on an annual basis on mandatory reporting. There are nine (9) critical components to this program:</p> <ul style="list-style-type: none">A) Increased AwarenessB) Training/PreventionC) ReLIEF Policy AmendmentsD) ReLIEF IncentivesE) ReLIEF Underwriting & Loss ControlF) District Administrative Policy ActionG) Superintendent & Human Resource ParticipationH) Crisis ManagementI) Communications/Tracking
Administrator's Report	The O.S.S. claims administrator Erik Knak from Knak & Company presented his report, the <i>O.S.S. Loss History Review – (Incurred)</i> as of 01-22-2014, years 2005-06 through 2013-14, (Attachment D).
Loss Control Report	O.S.S. risk manager; Dr. Henry Brock reported on the up coming forklift certification class and a food safety workshop for certifying food managers to be held in September. He also mentioned that California law requires newly installed playground equipment be safe prior to its utilization. Districts with new playground equipment should contact him for a review of their equipment. Also mentioned was a risk management and safety DVD / CD media library available to O.S.S. members. These resources are available due to a partnership with Schools Insurance Program for Employees (SIPE).
Action Items	The broker presented the proposal for 2014 actuarial services by Milliman, Inc. (Attachment E). The proposed amount has remained unchanged as from the prior year. The motion to approve the proposal as presented by the broker was made by member Cederquist and seconded by member Augusto.
Actuarial Proposal	<p>Ayes: Members Bubar, Teixeira, Singh, Williamson, Quinto, Mendes, Augusto, Cederquist, Machado, Magnussen, and Porterfield. Nays: None. Abstentions: None. Motion carried.</p>
Investment Plcy	<p>The broker reported to the Executive Committee there were no changes to its current investment policy dated December 4, 2012. O.S.S. adopts as its own, the Investment Policy of the County of Fresno and the annual review is mandated by the accreditation process. The motion to approve the current County of Fresno Investment Policy dated December 4, 2012 for the 2014 calendar year was made by member Quinto and Williamson.</p> <p>Ayes: Members Bubar, Teixeira, Singh, Williamson, Quinto, Mendes, Augusto, Cederquist, Machado, Magnussen, and Porterfield. Nays: None. Abstentions: None. Motion carried.</p>

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Action Items Cont.

Ltr of Withdrawal
Central USD

The broker presented Central Unified School District's (Central) conditional letter of intent to withdraw from O.S.S. effective July 1, 2014, (Attachment F). Background information was given the Executive Committee on a meeting held between Central and the O.S.S. / Fresno County Self Insurance Group (F.C.S.I.G.) representatives. The meeting highlighted services which Central felt would be beneficial in the area of risk management and ultimately lower premiums. A committee has been formed to review current services offered and to evaluate those suggested by Central for their appropriateness showing a proposed time line for completing each item, (Attachment G). The motion to approve the conditional letter of withdrawal by Central Unified School District was made by member Cederquist and seconded by member Bubar.

Ayes: Members Bubar, Teixeira, Singh, Williamson, Quinto, Mendes, Augusto, Cederquist, Machado, Magnussen, and Porterfield. Nays: None. Abstentions: None. 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 meeting for the Executive Committee is 11:00 a.m. on Thursday, **April 24, 2014** at Favorito's

With no further business, President Teixeira announced the meeting was adjourned at 11:40 a.m.

Prepared by,

Donna Murry

Donna Murry
TS:dm

Approved by,

Trish Singh / dm

Trish Singh
O.S.S. Secretary