



Executive Committee Meeting

11:00 a.m. Thursday, July 24, 2014

Favorito
115 N 6th
Fowler, CA 93625

Meeting Minutes

Call to Order Vice President Dean Bubar called the meeting to order at 11:05 a.m.

Attendance

Los Banos Unified School District
Dean Bubar

Kingsburg Joint Union School District
Carol Williamson

Kings River-Hardwick Union Elem School Dist.
Trish Singh

Kerman Unified School District
Kraig Magnussen

Island Union Elementary School District
Diane Augusto

Pacific Union Elementary School District
Annette Machado

Sanger Unified School District
Eduardo Martinez
Nick Taylor

Selma Unified School District
Mark Sutton

Fowler Unified School District
Scott Griffin

Guests:

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

Kings Canyon Unified School District
Adele Nikkel

Approval of Agenda

Vice President Bubar mentioned the need to move the Closed Session up to after the Public Hearing Session. The motion to approve the agenda with aforementioned change was made by member Magnussen and seconded by member Singh.

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin and Martinez. Nays: None. Abstentions: None. Motion carried.

Public Hearing Session

Vice President Bubar asked if anyone wished to address the Committee. There was no response.

Closed Session

The Executive Committee convened in Closed Session at 11:06 a.m.

1. Conference with Claims Administrator (Government Code Section 54956.9 and 54956.95)
 - a) Claim #140111
 - b) Claim #140090

The Executive Committee reconvened to Open Session at 11:31 a.m. Vice President Bubar declared no reportable action taken during Closed Session.

Consent Agenda

The motion was made by member Magnussen and seconded by member Martinez to approve the Consent Agenda which included the following:

- A. Approval of the minutes of the May 20, 2014 Executive Committee meeting as emailed.
- B. Approval of expenditures for quarter & year ending June 30, 2014 (Attachment A).

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin and Martinez. Nays: None. Abstentions: None. Motion carried.

Organization of Self Insured Schools

July 24, 2014

Page 2

Treasurer's Report Carol Williamson, the O.S.S. accountant presented the unaudited financial statement for year ending June 30, 2014 to the Executive Committee, (Attachment B). The motion to accept the unaudited financial statement for year ending June 30, 2014 was made by member Machado and seconded by member Griffin.

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin and Martinez. Nays: None. Abstentions: None. Motion carried.

Broker's Report The broker, Bill Tucker Jr. mentioned he would be sending out a Request For Proposal (RFP) for the Claims Audit required biennial claims audit of the property & liability claims.

Excess Liability Mr. Tucker reported on the \$25 M x \$25 M liability limit carried by O.S.S. members. Up until this current renewal, the O.S.S. was the only Northern California ReLiEF (NCR) member to carry this high of limits. The current renewal period has seen many more members electing to purchase the higher limits of liability, thus seeing a decrease in the rate and extended premium than what was presented at the O.S.S. annual board meeting in May.

Member Nikkel arrived.

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 07-14-2014, years 2006-07 through 2014-15, (Attachment C). He mentioned since he last presented his report at the annual board meeting in May, he has opened up 41 claims and increased reserves by over 50%, mostly for the 13/14 year.

Loss Control Report O.S.S. risk manager, Dr. Henry Brock presented his risk management report detailing the various areas of risk management he is currently involved, (Attachment D). An important part of the implementation of the Strategic Plan will be addressed under Action Items.

Action Items The motion to reelect the current slate of O.S.S. Executive Committee officers was made by member Election of Officers Magnussen and seconded by member Nikkel, (Attachment E).

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin, Martinez, and Nikkel. Nays: None. Abstentions: None. Motion carried.

Conflict of Interest Biennial Review A biennial review of an agency's conflict-of-interest policy is required by the Fair Political Practice Commission. The motion stating no amendments to the current conflict-of-interest policy for the Organization of Self Insured Schools, (Attachment F) were necessary was made by member Williamson and seconded by member Singh.

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin, Martinez, and Nikkel. Nays: None. Abstentions: None. Motion carried.

Proposal for Risk Mgmt Services A review of the RFPs led the administrator/broker Bill Tucker and risk manager Henry Brock to recommend to the Executive Committee the firm of Poms & Associates for the risk management firm to use for implementing the Strategic Plan, sometimes referred to as "rent a risk manager", (Attachment G). The motion was made by member Nikkel and seconded by member Magnussen to approve the risk management service agreement with Poms & Associates.

Ayes: Members Bubar, Williamson, Sutton, Machado, Singh, Augusto, Magnussen, Griffin, Martinez, and Nikkel. Nays: None. Abstentions: None. Motion carried.

Board Member Report Vice President Bubar asked if any member had items to report. There was no response.

Organization of Self Insured Schools

July 24, 2014

Page 3

**Next Meeting/
Adjournment**

The next scheduled meeting for the Executive Committee is **11:00 p.m., Thursday, October 16, 2014** at Favorito's, Fowler.

With no further business, the motion was made by member Nikkel and seconded by member Williamson to adjourn the meeting. Motion carried and the meeting adjourned at 12:05 p.m.

Prepared by,

Donna Murry

Donna Murry

TS:dm

Approved by,

Trish Singh / dm

Trish Singh

O.S.S. Secretary